

Council Estates Committee

Terms of Reference

1. The Council Estates Committee will advise and assure Council on all aspects of the development, monitoring and management of the University's estate in support of the Strategic Plan.
2. On strategic matters, the Committee will:
 - (a) advise on the development of the University's Estates Strategy and Estates Masterplan;
 - (b) monitor progress and provide oversight in the implementation of the University's Estates Strategy and Estates Masterplan;
 - (c) consider the implications of other corporate plans or strategies for the development and management of the University's estate including Sheffield Teaching Hospitals and Local Authority emerging documents;
 - (d) consider space utilisation and space management initiatives which give rise or support to strategic change of the estate and its configuration;
 - (e) review and provide comment on the overall capital programme, with reference to points (a)–(d), and in particular:
 - i. architecture, planning and urban design;
 - ii. construction and project management;
 - iii. environmental performance;
 - iv. facilities management.
3. In addition, on operational issues, the Committee will:
 - (a) review post project evaluations and consider any lessons for future projects;
 - (b) consider the implications for the development and management of the estate which arise from relevant legislation and guidance, in particular on planning and environmental management;
 - (c) monitor progress on estates capital and revenue projects;
 - (d) receive such information as is required to be assured in relation to key risks arising, including any implications for the capital programme, including but not limited to:
 - i. Fire Safety;
 - ii. Legionella;
 - iii. Asbestos Management;
 - iv. Security Operations;
 - v. Energy and Utilities;
 - vi. Environmental Performance and Waste Management;
 - vii. Statutory Maintenance.
 - (e) Advise on arrangements for the day-to-day management and utilisation of the estate.

Reports to: Council.

Membership:

<i>Chair (Member of the Council):</i>		
Adrian Belton		2018-20, 2020-23

<i>One lay member of the Council:</i>		
Tony Wray		2019-20, 2020-23

Independent lay members, as approved by the Council, with specific expertise in some or all of the following:

<i>Architecture</i>	John Lee	2019-22
<i>Construction</i>	Keith Shivers	2020-23
<i>Property Surveying</i>	Stephen Hodgson	2008-13, 2014-15, 2015-16, 2016-19, 2019-22
<i>Property Surveying</i>	Graeme Beck	2013-16, 2016-19, 2019-20, 2020-21, 2021-22
<i>Planning</i>	John Flathers	2020-23
<i>Regeneration</i>	Vacancy	TBC

<i>University representatives:</i>		
<i>Provost & Deputy Vice-Chancellor and Chair of UEB Estates & Capital Sub-Group</i>		Professor Gill Valentine
<i>Director of Estates & Facilities Management</i>		Keith Lilley
<i>Chief Financial Officer (or their representative)</i>		Joanne Jones
<i>Executive Director of Corporate Services</i>		TBC

<i>In attendance:</i>		
<i>Head of Estates Development</i>		Mark Holden
<i>Head of Strategic Space Management</i>		Kay Green

<i>Secretary:</i>		Kate Sullivan (University Secretary's Office)
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