Estates Committee

Terms of Reference

1. The 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:

Chair  Mr Adrian Belton (2018-20)

Two members of the Council, appointed by the Council:

Mr Rob Sykes  2014-17, 2017-18, 2018-19
Vacancy

Independent members with specific expertise in some or all of the following:

<table>
<thead>
<tr>
<th>Architecture</th>
<th>TBC</th>
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<td>Construction</td>
<td>TBC</td>
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<tr>
<td>Property Surveying</td>
<td>Mr Graeme Beck  2013-16, 2016-19</td>
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University representatives:

The Provost & Deputy Vice-Chancellor and Chair of UEB Estates & Capital Sub-Group  Professor Gill Valentine
Director of Infrastructure  Mr Keith Lilley
Chief Financial Officer (or her representative)  Mrs Helen Dingle

In Attendance:

Head of Estates Development  Mr Mark Holden

Secretary  Ms Kay Green (Estates & Facilities Management)