

Estates and Capital Sub-Group

Terms of Reference:

1. To review the University Estate Strategy and to advise the University Executive Board on its development in the context of *Our Shared Vision*.
2. To oversee the effective management of the University estate including reporting on: (a) the condition and functionality of the estate and (b) the allocation of space.
3. To support UEB on development and implementation of the estates strategy by:
 - (a) undertaking analyses of the size and shape of the University portfolio to inform current and future estates planning and capital investment;
 - (b) advising on the availability and use of funding;
 - (c) receiving regular reports and summaries of Faculty and Professional Services estates matters from Faculty Executive Boards and the Corporate Capital Advisory Group (CCAG) including priorities for development and investment (and the robustness of associated business cases and investment proposals);
 - (d) advising on the estates requirements for research, learning and teaching and the student experience;
 - (e) assessing reports from Project Executive Groups (for approved capital developments) and monitoring progress of these capital investment projects;
 - (f) receiving Post Project Evaluation reports from the PPE Steering Group
4. To advise UEB on external innovation and new ways of developing and utilising estate, space and capital resources.
5. To recommend to UEB submissions to external agencies (e.g. HEFCE) on estates matters.

Reports to: University Executive Board

Membership:

<i>Chairman: Registrar & Secretary</i>	Dr Philip K Harvey
<i>Director of Estates and Facilities Management</i>	Mr Keith Lilley
<i>Director of Finance</i>	Mr Bob Rabone
<i>Pro-Vice-Chancellor (Learning & Teaching)</i>	Professor Paul White
<i>Pro-Vice-Chancellor (Research & Innovation)</i>	Professor Richard Jones
<i>In attendance</i>	
<i>Finance Capital Projects Team</i>	Mr Andrew Cattermole
<i>Secretary</i>	Mrs Melissa Ayres (Finance)