UNIVERSITY OF YORK

Department of Biology

INFRASTRUCTURE COMMITTEE

Minutes of the meeting of the Infrastructure Committee held on 3 April 2012

Present: D Cartwright, J. Whyman, S. Dwyer, L. Hudson, A. Collingwood, P. Roberts, D. Nelmes, M. Bentley

Apologies for absence were received from: D. Nelson, N. Charlton and S. Haddock

IC12/023   **Minutes of the meeting held on 7 March 2012**
Areas prone to spillages [IC12/017] - should read: "It was noted that checking of the water dispenser has been added to Nick Leckenby's task list; however there have been times when the water tray has been overflowing, *despite Nick regularly checking*, so anti-slip tape may be required".

IC12/024   **Matters arising**
Big Stairways at both ends of K Block [IC12/016] – It was not clear whether this had been looked at, JW agreed to check   **Action: JW**

J Block Stairwell [IC12/016] – This had not been discussed at the Biology Estates meeting but has been put on Planon, LH agreed to chase.   **Action: LH**

P Block Cleaning [IC12/016] –This has been completed. CA noted that standards have improved greatly and asked JW to feedback to the cleaners.

Areas prone to spillages [IC12/017] –LH noted that tape has been put down where it was possible

Ordering Large Equipment [IC12/017] – This has been completed

Trial of Power Management [IC12/017] – DN reported that the Google changeover had taken precedence over this work; however the trial has been extended to 3 May and can be extended further if required

Green Impact Update [IC12/017] – SD reported that Jo Hossell has agreed to give a talk at a future Biology Staff meeting

Resource Board Minutes [IC12/018] – PR noted that the BDC are unable to offer any money towards a new screen, however they are moving ahead with designs for badging the facility; PR will provide a print out to LH and DC of the plans which are currently being reviewed by the BDC.   **Action: PR**

Hydrogen Detection [IC12/019 (iii)] – This is complete

Any Other Business [IC12/022]
(i) Lab Photo's –LH noted that the photographers will be visiting on 19/20 April; they will be taking photos of laboratory areas and the glass houses
(ii) Briefing document – No feedback received.
(iii) Walled Garden Gates – LH noted that a new lock has been fitted and keys provided, LH noted that Security have been given a key and there is a spare in the key cupboard

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IC12/025   **Minutes of Biology Estates meeting**

There were no comments or queries

IC12/026   **Google Changeover feedback**

(i) AC has some concerns about what happens when the communal email addresses are taken out of use, DNelmes stated that he hasn't been informed about what will replace these addresses. <u>DC noted that Infrastructure is very concerned that the role-based accounts are at risk.</u>

(ii) DC gave her thanks to the IT team for the smooth changeover to Google.

IC12/027   **Infrastructure Restructure Update**

DC outlined the current progress with the restructure:

Interviews for the Grade 4 Infrastructure post were held on Friday 30 March; the successful applicants were Mal Goodwin, Trevor Illingworth and Colin Bingham

Interviews for the Grade 4 Stores post were held on Monday 2 April; the successful applicants were Fred Swarz and Kate Snell.

Interviews for the Grade 3 Stores posts will take place on Wednesday 4 April

IC12/028   **AOB**

(i) DC mentioned that the University are looking in to co-mingled waste in the future; Biology will probably be a department which agrees to trial it

(ii) CA noted that there are a lot of stored wheelie bins in the Walled Gardens and asked what is going to happen with them; JW agreed to investigate.   **Action: JW**

Post meeting note: JW has contacted Patrick to ask why the bins are being stored there and he said they were surplus to requirements and others will be joining them but will eventually be removed.

Date of the next meeting:

Infrastructure Committee Dates – Academic year 2011 / 2012

Day	Date	Month	Year	Room	Time
Wednesday	9	May	2012	J005	2.15pm
Wednesday	6	June	2012	J005	2.15pm
Wednesday	4	July	2012	J005	2.15pm
Wednesday	5	September	2012	J005	2.15pm

Infrastructure Committee: 4 April 2012