

INFORMATICS FORUM – CAPITAL WORKS 2018

Introduction

Over recent years a series of works has been undertaken to allow the occupancy of the Informatics Forum to be increased, in order to accommodate growth in the number of staff and research students within the School.

In the autumn of 2018, the opening of the Bayes Centre will provide additional space for use by Informatics. This will include an additional 15 single occupancy ‘academic’ offices similar to the ‘Type C’ offices within the Informatics Forum. In addition, four ‘ATI’ academic offices on level 4 of the Forum will revert to Informatics and there are two remaining possible ‘3for2’ office conversions (on the east corridors of levels 1 and 5 of the Forum) which may be undertaken. Other conversions will provide an additional seven academic offices.

There are currently 13 academic staff remaining in larger ‘Type B’ academic offices. These are mostly randomly distributed, as a result of the feasibility, or not, of including these offices in previous ‘3for2’ conversions.

In addition there are four academic staff allocated ‘balcony’ offices.

A programme of works is proposed for summer and autumn 2018 to complete the potential for space reconfiguration within the Forum. The works will allow for equity in office allocation amongst academic staff, improve meeting room availability and address issues relating to previous office conversions, as well as providing for some future flexibility in space utilisation.

A secondary objective will be to relocate some support staff currently in disparate office locations, to admin/support ‘clusters’, to create improved accessibility and visibility of staff and increased team working. In addition, the Graduate School will relocate from Appleton Tower (to be located in Bayes level 3, adjacent to the Informatics Forum).

Objectives

- To provide a standard single occupancy ‘Type C’ office for each member of academic staff.
- To increase the number and variety of meeting rooms and spaces.
- To retro fit additional sound insulation where required to previously converted offices.
- Provide scope for potential future limited increase in staff numbers, in line with current plans.

Works planned

1. A ‘3for2’ office conversion on the east corridor of level 1.
2. A ‘3for2’ office conversion on the east corridor of level 5.
3. Two ‘2for1’ conversions of offices 3.18 and 3.24.
4. A ‘5for3’ conversion of offices 2.18/2.24/2.26.
5. Conversion of 3.13, 4.13 and 5.13 to A-V meeting rooms (currently the south west stationery points).
6. Conversion of 2.02 to an A-V meeting room (currently a multi-occupancy office).
7. Installation of single person ‘Skype’ booths in 1.32, 2.37, 3.36, 4.35 and 5.36 (the north east stationery points – use as print rooms will be retained).

Other works

1. Retro-fit of acoustic insulation to some original offices and some previous office conversions.
2. Re-instatement of 2.33 as a meeting room (furniture only). Fit-out with A-V kit.

Further action

- Following the above works, all academic staff currently occupying larger ‘Type B’ offices will be re-allocated to ‘Type C’ offices.
- Remaining ‘Type B’ offices will be re-purposed as RA rooms or meeting rooms, depending on the balance of need.
- Academic staff occupying the ‘balcony’ offices on the south west corner of the Informatics forum will continue to occupy those offices. As the offices become empty, they will re-purposed as meeting rooms.
- Two free standing single person ‘Skype’ booths will be purchased and installed in the area adjacent to the link to the Wolfson Wing, on level 3. If these prove successful, further similar booths may be installed in other locations.
- A number of acoustics furniture solutions will be deployed in the Bayes Centre. Once Bayes is operational, these will be evaluated for possible similar installations within the Informatics Forum.

Outputs - summary

- Additional ‘Type C’ academic office conversions – 15
- Additional A-V meeting rooms (capacity five) – 3
- Additional A-V meeting room (capacity 12) – 1
- Re-instatement of meeting room (capacity 16) – 1
- New ‘Skype’ booths (capacity one) – up to 10
- Reclaim of Type C offices from ATI – 4

Excludes space and facilities within the Bayes Centre.

The total number of additional ‘Type C’ academic offices, including Bayes and released ATI space is 27 of which 13 are required to re-purpose ‘Type B’ offices currently used by academic staff.

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