

**The University of Dublin**

**Trinity College**

**Minutes of Site and Facilities Committee Meeting, 18<sup>th</sup> January 2005**

*Present* Bursar (Dr. J.W. O'Hagan), Acting Director of Buildings (Mr. P. Mangan), Secretary (Mr. M. Gleeson), Mr. H. Kearns, Students Union President (Mr. F. Kieran), Treasurer (Ms. G. Dempsey) & Ms. E. Stokes.

*Apologies* Dean of Science (Dr. J. Carroll), Prof. Roger Stalley, Vice-Provost (Dr. J.B. Grimson),

*(in attendance)* Planning Officer (Mr. N. Holmes).

*(by invitation)*

*(present for)*

**SF/04-05/55** **Minutes** The Minutes of the meeting held on 30<sup>th</sup> November 2004 were approved and signed.

**SF/04-05/56** **Matters Arising from the Minutes** A number of matters arising from the Minutes were discussed and have been recorded below, (see Minutes SF/04-05/57 to SF/04-05/58).

**SF/04-05/57** **Cumberland Street (see minute SF/04-05/28)** The Acting Director of Buildings responded to a query raised at Board relating to other possible locations for the new ESB Sub-station. He confirmed that the sub-station has to be located in the general area of College.

**SF/04-05/58** **Fit out costs and 3 College Green (see minute SF/04-05/52)** The Committee noted a memorandum dated 13<sup>th</sup> January 2005 from the Planning Officer setting out the proposed funding arrangements that had been circulated. The Committee confirmed that €100,000 in funding from the NIRLD towards main services and infrastructural items in the building should be allocated to offset cost already incurred on these items.

The Committee agreed to ask Executive Officers to increase the College allocation from €250,000 to €326,000 for the work on the first floor for the Treasurers Office. The remaining funds will be provided by the Treasurers Offices' SFI AOIP space funding.

Work is expected to begin towards the end of January 2005 and due for completion by the end of August 2005. No decision has been made yet by Dublin City Planners in relation to the proposed breakthrough at first floor level into No. 5. The Treasurer asked if the revised details on this project could be added to the Capital Paper.

**SECTION A: POLICY / IMPLEMENTATION ISSUES BY THE SITE AND FACILITIES COMMITTEE**

**SECTION B: IMPLEMENTATION AND DECISION BY THE SITE AND FACILITIES COMMITTEE**

**SF/04-05/59 Site and Facilities Committee – Terms of Reference (revised)** The Committee noted a memorandum dated 12<sup>th</sup> January 2005 that had been circulated. The Acting Director of Buildings discussed the changes to the previous paper.

After a lengthy discussion, it was agreed that the paper should be amended to include the Committee's responsibility for the all the financial arrangements associated with the development and management of College sites and physical facilities. It was agreed also to include reference to the advisory groups whose minutes are considered by the Committee.

**SF/04-05/60 Capital Building Programme** The Committee noted a memorandum from the Bursar dated 6<sup>th</sup> October 2004 that had been circulated. The Acting Director of Buildings informed the Committee that some of the details, dates and figures had changed since the document was written. It was agreed that a brief summary should be prepared for the next meeting identifying any significant changes.

The Acting Director of Buildings informed the Committee on the progress on the three North East Corner Projects, including the CRANN/Sports project and the INS Building. He informed them that the INS building was now complete with staff beginning to move in. He reported that the final account was agreed at €19.95m, He said that this figure, while some €500,000 above that reported previously, was within the original contract sum and represented a satisfactory outcome.

He reported that the a contract sum of €37.5m had been agreed for the North East Corner project (CRANN and Sports Complex), that site clearance was under way and that piling would begin in February. The estimated total cost of the project including the work in Dunlop/Oriel House is some €94.2. This sum includes €5m for works in CRANN that will be omitted if additional funding is not secured. There will be an overall deficit of some €2.2m on the project and the Board will be asked to consider how this is to be dealt with.

The Acting Director of Buildings informed the Committee that both buildings should be completed by May 2007 and that he was exploring with the contractors arrangements that might allow for earlier completion. In response to a request from the President of the Students Union for earlier completion of the Sports Complex element of the project, he said that, while he could pass on such requests, the sequencing of the works was the contractor's responsibility.

**SF/04-05/61 TCD Lands at Santry** The Committee noted a memorandum from the Acting Director of Buildings dated 13<sup>th</sup> January 2005 that had been circulated. The Committee welcomed the County Manager's recommendation for a local planning objective that a would allow a maximum of 25% of the lands to be developed for stated College related activities and agreed that College should proceed with the master planning required under the proposal if it is adopted by the Council

**SECTION C ITEMS FOR NOTING BY THE SITE AND FACILITIES COMMITTEE**

**SF/04-05/62 Car Park Working Group** The Committee noted minutes from the Car Park Working Group dated 9<sup>th</sup> December 2004 that had been circulated. The Committee were informed that the main contractors on the North East Corner project had not yet taken up their allocated space in the An Post car park.

**SF/04-05/63 Contractors Advertisement 2005** The Committee noted and approved a memorandum from the Planning Officer dated 12<sup>th</sup> January 2005 that had been

circulated. It was stated that this notice allows contractors and service providers who wish to tender for works in the College to submit their details for consideration. The Committee strongly endorsed this annual advertisement outlining its importance for proper procurement procedures within College for both large and small projects.

**SF/04-05/64**     **Grounds and Gardens Advisory Committee** The Committee noted minutes from the Grounds and Gardens Advisory Committee dated 30<sup>th</sup> November 2004 and an attached memorandum from the Facilities Officer dated 5<sup>th</sup> January 2005 that had been circulated.

**SF/04-05/65**     **Front Square Residences** The Committee noted a memorandum dated 13<sup>th</sup> January 2005 from the Acting Director of Buildings and drawings outlining the proposals that had been circulated.

**SF/04-05/66**     **Planning Applications** The Secretary informed the Committee that all future planning applications should be sought on behalf of the Board of Trinity College and that the current arrangements for notifying Fellows of such applications should continue.

Signed: .....

Date .....