

The University of Dublin

Trinity College

Minutes of Site and Facilities Committee Meeting held on 21st March 2006 in the Boardroom

Present Bursar (Prof. D.C. Williams), Treasurer (Ms. Grace Dempsey), Students Union President (Mr. John Mannion), Prof. Roger Stalley, Dr. David Abrahamson, Secretary (Mr. Michael Gleeson), Director of Buildings (Mr. Paul Mangan)

Apologies Dr. J.K. McGinley, Prof. John Kelly, Vice-Provost (Prof. Ruth Byrne)

By invitation Dean of Students (Mr. Bruce Misstear)

In Attendance Ms. S. Mac Mahon (Executive Officer, Director of Buildings Office)

Minutes

SF/05-06/ 59 - Amendments:

SF/05-06/ 44 An Post Site Development – Presentation – Amended to include: The Treasurer advised that College surrendered a strip of land to the City Council in 2005 for road widening and advised that this fact should be highlighted in the upcoming Planning Application in order to optimise the site density.

SF/05-06/49 – Luce Hall – The Bursar attended the meeting to discuss the proposed redevelopment of Luce Hall. Minute amended to: The Director of Buildings, Bursar, Dean of Students and President of the Students Union met to discuss the proposed redevelopment of Luce Hall.

Numbering - A discrepancy in the numbering of the minutes was highlighted and has been duly corrected to reflect the correct sequence.

The Minutes of the meeting held on 7th February 2006 were otherwise agreed by the Committee and will be signed by the Chairman once these amendments are made.

Matters Arising

SF/05-06/60 – Lone Working Policy

The Secretary advised that the Lone Working Policy will be circulated shortly to all Heads of Schools/Departments at the request of the Director of Buildings.

SF/05-06/61 – Left Handed Seating

Arising from a query from the Student's Union President the Director of Buildings advised that when replacing broken seating in College his office investigates the possibility of changing to left handed seating. The Bursar said that the policy of providing left handed seating for 10% of the total number of seats is adhered to as far as possible and the Director of Buildings said that as funds allow further left handed seats will be incorporated in existing lecture theatres and classrooms.

SF/05-06/62 – Cobble Reduction Programme

The Director of Buildings advised that at the meeting of the Grounds and Gardens Advisory Committee on 15th February Dr. E. McParland expressed reservations about the proposed layout of

the scheme for cobble reduction and is to write to the Director of Buildings with a proposal shortly. The Director of Buildings said that he would have further discussions with the Disability Services Coordinator of the Physical Access Working Group and Prof. Stalley in the light of these comments. He hoped that the planning application for this scheme will be lodged before the next Site & Facilities Committee meeting. The Bursar undertook to check on progress in securing funding from Dormant Funds for this work.

SF/05-06/63 – Luce Hall

The Committee noted that the Dean of Students and President of the Students' Union visited centres at NUI Maynooth and UCD as part of a process of bringing forward proposals for a Students Centre in TCD. It was agreed that the Dean of Students would liaise with the Director of Buildings and bring forward a proposal for the scale and composition of a proposed Students Centre for the next meeting of the Committee.

SF/05-06/64 – Luas Line BX

The Director of Buildings informed the Committee that he has written to the Railway Procurement Agency indicating the College's preference for Option B of their proposed routes for the Luas extension and stating that College must insist that its day to day activities are not disrupted unduly during the construction works or the operation of the line.

SF/05-06/65 – Capital Projects Requirement for Funding - Access Control/ID Cards

The Treasurer advised that a memorandum from the Director of Buildings seeking funding for this and a number of other capital initiatives was considered by Executive Officers and that funding for this project was considered in the preparation of expenditure estimates; however, no funding is currently available for this project.

Section A

SF/05-06/66 – Proposal to Erect Michael Warren Sculpture

A memorandum from the Director of Buildings dated 14th March 2006 including a photograph of the proposed sculpture had been circulated. The Committee agreed to accept the sculpture. The Bursar asked that wheelchair access to the proposed seating in the courtyard should not be restricted by the location of the piece. The Director of Buildings advised that the Architects for the Provosts' House Stables project have been requested to identify a suitable location for the sculpture and he undertook to advise the committee of their recommendation.

SF/05-06/67 – Proposed Renaming of Trinity Enterprise Centre

The Committee noted that the Research Committee, at a meeting on 12th of January 2006, agreed that the Trinity Enterprise Centre should be renamed 'Trinity Technology and Enterprise Campus'. After some discussion it was agreed that the Director of Buildings will revert to the Research Committee outlining the Site and Facilities Committee's reservations about the use of the word 'Campus' in the proposed name. The Committee reiterated its role as the principal committee for making recommendations to Board on the naming of buildings.

SF/05-06/68 – College Flag Flying Protocol

A memorandum from the Students' Union President was circulated to the Committee proposing a number of changes to the current College flag flying protocol. The SU President said that the issue had been raised at the Students Union Council. He argued that the flag poles at the front of College are dormant for the majority of the year and proposed flying the national Flag, College Flag and University Flag more regularly.

Following a discussion it was agreed that the current protocol which has evolved over time to reflect the various opinions remains appropriate. The Committee agreed that consideration should be given to an interpretation of the current protocol that might allow greater use of the flag poles on

celebratory occasions, and that the College should follow recommendations from the Government in relation to celebrations of the Easter Rising.

Section B

SF/05-06/ 69 – Provost's House Stables

The Building Projects Officer, Deirdre O'Shea, had circulated a progress report dated 15th March 2006 on this project outlining the split decision from Dublin City Planners, granting permission for the works to the stables but seeking a revised proposal for access. A revised plan was shown to the Committee and the inclusion of a hoist lift from the Arts Building basement level to path level was approved. Arising from a query from the Bursar the Director of Buildings advised that due to the requirement for privacy of the Provost's garden directing the route west of the Arts Building was not possible.

SF/05-06/ 70 – An Post Site Development

A progress report dated 14th March 2006 was circulated by the Director of Buildings. He said that at recent meetings Iarnrod Eireann and CIE welcomed the prospect of an additional entrance to Pearse Station and they have undertaken to provide a letter to the planners supporting the planning application. He advised that a further meeting with the planners will be scheduled shortly, followed by a meeting with representatives of the local community involving the College Community Liaison Officer.

The Director of Buildings said that it was necessary to identify the College components of the scheme but that in doing so regard must be had for the necessity to identify sources of funding. The Bursar expressed his concern over funding requirements and advised that the inclusion of a Bioresources Unit would have significant capital and recurrent cost. He argued that its inclusion must be based on a demonstration of its long term financial sustainability. The Treasurer agreed with the Bursar that very careful financial planning is required and that the cost implications of decanting departments from within Campus could not be met from College funds and that external funding will be required. The Director of Buildings will convene a meeting of the Planning Committee with a view to submitting a paper to the next SFC seeking approval on proposals for the composition of the development. It was agreed that the Planning Committee will be extended to include representation of any significant user groups once the composition of the development has been agreed, along with the College Community Liaison Officer.

Arising from a query from Dr. D. Abrahamson on the possibility of using the HEA allocation of IR£5m for ICT Skills to provide IT Teaching laboratories in the building, the Treasurer explained that the full extent of the funding has been allocated to budgets for completed projects but not yet released by the HEA.

SF/05-06/ 71 – Location of Liquid Nitrogen Dewar – Fitzgerald Building

A memorandum from Planning Officer, Ms. Gráinne Ryan dated 15th March 2006 proposing an alternative location of a liquid nitrogen dewar at the south east of the Fitzgerald Building was circulated to the Committee. Following a discussion where concerns were expressed by a number of members the Committee rejected the proposal. It was agreed that the Director of Buildings will revert to the relevant department to query the necessity of this extra dewar and discuss the possibility of an alternative location for the dewar or the experiments.

SF/05-06/72 – Operation and Management of Buildings

The Director of Buildings advised that he had met with Prof. J. Kelly and Prof. R. Stalley to consider the Operation and Management of Buildings: General Principles which were approved by Board in 2002. He said that the group had found that these principles were generally appropriate. He had circulated a revised draft incorporating some amendments arising from the meeting.

At the Bursar's suggestion it was agreed that the term 'Users Group' will be changed to 'Building Management Group'

It was agreed that throughout the document the term 'Head(s) of Department will be amended to 'Head(s) of School.

The Committee also agreed to add a Student Representative as and when appropriate to the membership.

At the request of Dr. Abrahamson the word 'preferably' from the second sentence, second paragraph on the second page will be removed as follows:

'In relation to all buildings every attempt should be made to have adequate recurrent funding in place, [~~preferably~~] at the Design and Construction stage.'

It was agreed to add 'etc' at the end of the first paragraph on page 2 (dealing with Service Level Agreements).

The Committee agreed to the inclusion of a statement that it is the role of the management committee to make individual occupants aware of their responsibilities.

With these amendments a final version will be submitted to the next meeting of the Site and Facilities Committee by the Director of Buildings for approval.

SF/05-06/73 – Samuel Beckett Memorial Plaque

A memorandum from Dr. Bernard Meehan, Keep of Manuscripts dated March 2006 was circulated proposing the erection of a memorial plaque at house 39 to commemorate Samuel Beckett. The Committee agreed that the plaque should be erected to the right hand side of the doorway, level with the lamp on the left and subject to approval of the final text by the Director of Buildings the Committee approved this proposal. The Director of Buildings said he will advise Dr. Meehan that the formatting of the dates on the plaque should be uniform.

Arising from a comment from the Secretary, the Director of Buildings said he will write to the Head of the Law School requesting that ad hoc notices be removed from the glass panes on the door of House 39.

Section C

SF/05-06/74 – Grounds and Gardens Advisory Committee Minutes

It was noted that the Grounds and Gardens Committee opposed the Students' Union President's proposal to extend the use of New Square to include more recreational activities. On the suggestion of the Director of Buildings it was agreed that the Grounds and Gardens Advisory Committee be asked to make recommendations on increasing recreational use of open spaces in College. It was suggested that the Students' Union President might resubmit a paper and attend the next meeting of the Grounds and Gardens Advisory Committee for this discussion.

Following a query from Dr. Abrahamson it was noted that these minutes were draft and should have been circulated accordingly.

Arising from a query from the Bursar, the Director of Buildings advised the Committee that proposed new Terms of Reference for the Grounds and Gardens Advisory Committee will be circulated to the SFC for approval.

SF/05-06/75 – Ground and Gardens Annual Report

The Committee welcomed the first annual report and congratulated the Grounds and Gardens Advisory Committee on its production. It noted a suggestion that consideration be given to allocating an annual budget of €50,000 for grounds improvement works but noted that this is not possible at the current time.

In response to a query the Director of Buildings advised that it is proposed to introduce a metal railing in areas at the east end of College to prevent pedestrians walking across grassed and shrub beds as the present temporary post and wire fences are visually unsuitable.

SF/05-06/76 – Lloyd Institute Planning Committee Minutes

Dr. Abrahamson asked the Committee to note that these minutes were draft and should have been identified accordingly. As this was the final meeting of that Committee the Director of Buildings undertook to contact the members of the Planning Committee for comment and he will circulate the definitive minutes for a future meeting of this Committee.

Any Other Business

SF/05-06/ 77 – Car Parking Working Group Minutes

A request for discussion on the CPWG minutes of 17th January 2006 was made by Dr. Abrahamson. A proposal had been submitted to this Group from the DUFC to allow certain DUFC members and invited guests to park in College for Rugby matches. The Bursar and Director of Buildings advised the Committee that the arrangements proposed by DUFC had been unnecessarily complex and that it had been agreed that the Facilities Officer will be asked to liaise with the president of the club with a view to submitting a new proposal on this issue.

SF/05-06/ 78 – Samuel Beckett Centenary Celebrations

The Director of Buildings informed the Committee that a request had been received to project text from the works of Samuel Beckett on to the facade of Trinity College, and from within the College grounds onto the facade of the Bank of Ireland for one night during the Beckett centenary celebrations.

Following advice from the Secretary that the Board had decided against such proposals in the past, the Committee agreed that the request should be rejected.

SF/05-06/ 78 – Date of Next Meeting

The next meeting of the Site & Facilities Committee is scheduled to be held at 11am on the 18th April 2006 in the Boardroom.

Signed

Dated