

The University of Dublin

Trinity College

Minutes of Site and Facilities Committee Meeting held on 10th October 2006 in the Boardroom

Present Dr. J.K. McGinley (Chair), Bursar (Prof. D.C. Williams), Vice Provost (Prof. Ruth Byrne)*, Students Union President (Mr. David Quinn), Dr. David Abrahamson, Prof. J. Kelly, Prof. Roger Stalley, Director of Buildings (Mr. Paul Mangan).

Apologies Secretary (Mr. Michael Gleeson), Treasurer (Ms. Grace Dempsey), Prof. Colm O'Morain, Prof. Jagdish Vij.

By invitation Dean of Students (Mr. Bruce Misstear).

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

*Present for items SF/06-07/06 to SF/06-07/16 inclusive

Membership of the Committee

The Bursar introduced new members Mr. David Quinn, Students Union President, Mr. Pat McDonnell, Deputy Director of Buildings and invited Dr McGinley to take the Chair.

Minutes

SF/06-07/01 – The draft minutes of the meeting held on 20th June 2006 were amended as follows:

SF/05-06/115 'Trinity Term' was changed to 'Michaelmas term'.

SF/05-06/121 'Provost for Medical Affairs' was changed to 'Vice-Provost for Medical Affairs'.

Subject to these amendments the minutes were signed by the Chairman.

Matters Arising

A number of matters arising from the minutes were discussed and have been recorded below, (see Minutes **SF/06-07/02** through **SF/06-07/06**).

SF/06-07/02 – Ryder Cup Concert

Prof. Stalley asked that notification of events taking place in Front Square should be circulated widely in order to minimise disruption to College activities. This followed the situation with rehearsals taking place during normal College hours for the Celtic Tenors concert held in Front Square during the Ryder Cup which disrupted interviews being held in East Theatre.

SF/06-07/ 03 – Pavilion Lift

The Director of Buildings advised the Committee that a meeting was held with the Director of Sport, the Architectural Services Officer and the Chair of the Pavilion Bar to discuss the proposed location of a lift in the Pavilion Bar. He said that the location proposed previously had been rejected by Dublin City Council Planners. He advised the Committee that, arising from this meeting, it was clear to him that there is insufficient space within the existing pavilion structure to accommodate a lift, access route and accessible toilets. He said that the meeting had discussed a proposal whereby the Pavilion Bar should be extended by providing additional space on part of the flat roofs at first floor level to allow the inclusion of a lift, universal access bathroom and a Club Room. He advised that some funding for this extension can be provided by DUCAC and added to the €75,000 allocated for the lift from the Accessibility Budget. The Committee agreed that this scheme be developed. The Director of Buildings undertook to brief the Disability Officer on progress.

SF/06-07/04 – Chapel Sound System

In answer to a query from Dr. Abrahamson the Director of Buildings advised the Committee that he has asked the Chaplains to liaise with IS Services on the scheme and that a more comprehensive proposal will be resubmitted for approval detailing the extent of investigation work carried out.

SF/06-07/05 – Cobble Reduction Scheme

Arising from a query from Dr. Abrahamson the Director of Buildings informed the Committee that the Architects for this proposed scheme have been instructed to produce further drawings taking in to consideration the suggestions of members of this Committee (see minute **SF/05-06/119 20th June 2006**).

SF/06-07/06 – Buildings Office Service Catalogue

A memorandum from the Director of Buildings dated 4th October 2006 was circulated to the Committee and set out two requests from the Committee to reconsider its decision made on 20th June 2006 (see minute **SF/05-06/99**). After a brief discussion it was agreed, as previously, that the Buildings Office Service Catalogue will be reviewed one year from the date of implementation.

Section A

SF/06-07/ 07 – Provosts' House Stables

The Committee noted a memorandum from Building Projects Officer Ms. Deirdre O'Shea dated 5th October 2006. The Director of Buildings said that he met with the Director of the Trinity Irish Art Research Centre and the President of the Trinity Foundation to discuss how the shortfall in funding for this project can be addressed. He said that believed the full costs can be met from the donor source and the Committee agreed that the contract be awarded to the lowest tenderer as soon as the cost/budget issue is resolved.

Section B

SF/06-07/08 – North East Corner Development

The Committee noted a memorandum from the Director of Buildings dated 5th October 2006. The Director of Buildings advised the Committee that the main contractor has committed to completing the project by the original target date of Christmas 2006. He said that the estimated additional cost of €1m (approx) on this building contract will be included in the total cost of the North East Corner Development and will be addressed in the context of the overall College Capital Budget. It was agreed that a site visit will be organised for all members of Committee.

SF/06-07/ 09 – An Post Site Development

A progress report from the Director of Buildings dated 4th October 2006 was noted by the Committee. Following a brief discussion the Committee agreed that the brief be developed having regard to the need to meet capital and recurrent costs and that the Bursar, the Director of Buildings and Associate Dean of Research will work to determine the occupants of the proposed development in this context. The Committee approved the recommendation that additional funding be allocated to complete the detailed design and invited the Bursar and Director of Buildings to pursue the source of this funding with Executive Officers.

SF/06-07/ 10 – Naming of Biology Teaching Laboratory

A memorandum from the Director of Buildings and the former Dean of Science, Dr. M.J. Carroll dated 4th October 2006 was circulated to the Committee requesting that a plaque commemorating Dr. WSL Roberts is erected in the entrance hall of the Biology Teaching Centre. The Committee approved this proposal and agreed to name this laboratory the Roberts Laboratory.

SF/06-07/ 11 – Open House Dublin 2006

The Director of Buildings advised the Committee that the College has agreed to participate with the Irish Architectural Archive under which some buildings in the College and the city that are not usually accessible to the public, will be open for visits from 20th to 22nd October. He advised that visits to College buildings will be pre ticketed in order to limit numbers and that the visiting groups will be supervised by College staff. Concern was expressed regarding the potential threat to valuables in College buildings and the Director of Buildings agreed to draw this to the attention of College personnel involved.

Section C

SF/06-07/ 12 – Front Square Residences

No discussion was requested on this item and the Committee noted a memorandum detailing the completion of this project from Building Projects Officer Mr. Jimmy Doyle dated 5th October 2006.

SF/06-07/ 13 – Insurance Renewal 2006-07

Further to a request for discussion from Dr. Abrahamson a discussion took place regarding the current excess on the College's insurance policy. The Director of Buildings advised that the excess, €5000, means that an incident affecting a group of machines is to a large extent covered but that the loss of a single PC is effectively not covered by insurance. Dr. Abrahamson said that he believes it unfair that the loss must be met by schools in such instances whereas the College benefits from a lower insurance premium. The Bursar recommended that Dr. Abrahamson submits a paper to the ARAM Task Force suggesting that consideration be given to an ARAM charge system for these costs/losses in order to average costs across College.

In response to a query the Director of Buildings said that he will submit a paper on the Fire in the School of Pharmacy to the Committee for information. The Vice-Provost's suggestion that the Safety Office be invited to one Site and Facilities Committee meeting per year was welcomed.

SF/06-07/ 14 – Capital Projects Summary

A memorandum from the Director of Buildings dated 5th October 2006 was circulated to the Committee. There was no request for discussion on this paper and it was noted by the Committee.

SF/06-07/15 – Any Other Business

Science Week

- The Director of Buildings outlined a proposal from the organisers of Science Week to erect a stage and projection system in front square during the festival. The Committee decided to approve this proposal on this occasion having regard to the relationship with academic activities.

Pearse Street Development

- The Director of Buildings advised the Committee that An Bord Pleanála decided against the College's appeal of the condition not to demolish 5 listed houses. The Committee noted this decision and invited the Director of Buildings to liaise with the Communications Office and to consider how best to inform the local community of this decision.

SF/05-06/ 16 – Date of Next Meeting

The next meeting of the Site & Facilities Committee is scheduled to be held at 11am on the 7th of November 2006 in the Boardroom.

Signed

Dated