

The University of Dublin

Trinity College

Minutes of the Site and Facilities Committee Meeting held on 16th January 2007 in the Boardroom

Present Dr. J.K. McGinley (Chair), Bursar (Prof. D.C. Williams), Dr. David Abrahamson, Prof. Jagdish Vij, ***Vice Provost (Prof. Ruth Byrne), ****Students Union President (Mr. David Quinn), ****Prof. J. Kelly, ****Treasurer (Ms. Grace Dempsey), *****Secretary (Mr. Michael Gleeson), Director of Buildings (Mr. Paul Mangan).

Apologies Prof. Colm O'Morain, Prof. Roger Stalley.

By invitation *Dean of Students (Mr. Bruce Misstear).
**Building's Officer (Mr. Brendan Leahy).
*****College Safety Officer (Mr. Tom Merriman).

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

*Present for Minutes **SF/06-07/31** to **SF/06-07/38**
Present for Minutes **SF/06-07/ 38 to **SF/06-07/ 39**
***Present for Minutes **SF/06-07/40** to **SF/06-07/ 52**
****Present for Minutes **SF/06-07/ 31** to **SF/06-07/43**
*****Present for Minutes **SF/06-07/ 31** to **SF/06-07/42**
***** Present for Minute **SF/06-07/43**

Minutes

SF/06-07/31 –The minutes of the meeting held on 28th November 2006 were approved and signed by the Chairman subject to the following amendments:

SF/06-07/ 21 – Traffic Management

The word 'absolutely' was added to the final sentence to read 'The Committee supported the proposal in principle and asked the Director of Buildings to request that the authors of the paper take into consideration its suggestion that only additional signs that are absolutely necessary be provided.'

The following phrase was added to the 2nd point of minute **SF/06-07/ 29 – Any Other Business**.

- **Greenane, Trinity Hall**
... The Dean of Students asked that the Warden of Trinity Hall be included in any group considering this building.

Matters Arising

A number of matters arising from the minutes were discussed and have been recorded below, (see Minutes **SF/06-07/32** to **SF/06-07/37**).

SF/06-07/ 32 – An Post Site Development

The Director of Buildings informed the Committee that additional information was submitted to Dublin City Council before Christmas as requested and that a decision is expected in early March 2007. He said that various funding options are being explored.

SF/06-07/33 – North East Corner Development

The Director of Buildings informed the Committee that Practical Completion was reached on the 20th of December 2006 and that fitting out and commissioning etc is expected to take approximately 3 months. In relation to access at the north east corner of College the Director of Buildings advised the Committee that the new pedestrian entrance will open in the coming weeks, on the execution of various legal agreements. Following the opening of the new entrance the existing gate will remain open for approximately one week and will then be closed permanently. Access to Goldsmith Hall will be separate.

SF/06-07/ 34 – Pavilion Lift

The Director of Buildings advised the Committee that the Architectural Services Officer has met with Messrs Arthur Gibney & Partners to discuss the proposed scheme for the extension and refurbishment of the Pavilion Bar. Some progress has been made and a proposal will be submitted to Site and Facilities Committee for approval in due course.

SF/06-07/ 35 – Cobble Reduction Programme

The Director of Buildings advised that he will be submitting a proposal to the next meeting of the Physical Access Working Group that takes account of the comments to date. On a related matter, the Committee noted that the Disabilities Act 2005 requires that, where practicable, all public access areas should be universally accessible.

SF/06-07/ 36 – College Risk Register

The Director of Buildings undertook to circulate a paper on this item to the Committee at its next meeting on the 13th February 2007.

SF/06-07/ 37 – Traffic Management

The Director of Buildings informed the Committee that the Traffic Management Plan devised by the Facilities Officer and the College Safety Officer was approved at the College Safety Committee meeting held on 10th January 2007.

SF/06-07/ 38 – Backlog Maintenance and Condition Assessment

The Buildings' Officer, invited to attend to discuss his papers on backlog maintenance and condition assessment, gave a brief outline of the current situation highlighting that the condition report shows deterioration since the last report dated 2001. The Treasurer advised the Committee that no funding has been forthcoming for backlog maintenance from the HEA in recent years. This, coupled with the downward pressure on recurrent funding, has given rise to a situation where the College's buildings and infrastructure will continue to deteriorate. Members queried if the situation required attention as part of the Colleges' High Level Risk Register. The condition of the Arts Building was discussed in some detail and in particular the need to prioritise safety related issues. The Committee agreed that the attention of the Board be drawn to this item and that positive engagement with the HEA is required to restore funding to a reasonable level.

SF/06-07/ 39 – Sale of Cumberland Street Stores

A memorandum from the Buildings' Officer dated 9th January 2007 was discussed by the Committee. It noted the sale of the Cumberland Street Stores will reduce significantly the amount of storage available on campus to the Building Office and other departments. The Committee noted the need for some central College storage and agreed in principle to the allocation of 4 railway arches as

proposed for this purpose. There was some concern about the extent and appearance of the external yard and of the estimated cost of the proposal. The Buildings Officer undertook to review the proposal in light of these comments and to circulate a revised proposal to the Committee as soon as possible, indicating what might be possible for a sum not exceeding €200k.

The Director of Buildings advised the Committee of a request from the College Gallery for the use of the remaining arch for storage and workshop space.

SF/06-07/ 40 – Library Capital Developments

A memorandum from the Librarian dated 23rd November 2006 was circulated to the Committee for approval, outlining the storage requirements for The Library up to 2025, proposals for the Long Room Hub and proposals to extend the visitor facilities in the Old Library. The memorandum highlighted the urgent requirement for space for storage of publications and estimated costs were noted. After a brief discussion it was agreed by the Committee that the Librarian will be asked to prioritise the proposal, outlining a phased scheme and including a detailed financial proposal.

SF/06-07/41 – Foster Place/Anglesea Street Planning Application

The Director of Buildings circulated a memorandum showing the proposed refurbishment of 3/4 Foster Place. He said that a meeting is required with the owners of an adjoining building to discuss access and right of way issues. The Committee noted progress to date on the proposal as outlined and agreed that the planning application should be submitted as soon as possible based on the proposals outlined. It noted also that it is proposed to decant the existing facilities to Dunlop Oriel House to facilitate the redevelopment. In response to queries the Director of Buildings advised that planning costs are being met from the proceeds of the sale of 5/6 Foster Place.

SF/06-07/ 42 – Site and Facilities Committee Terms of Reference

The Director of Buildings circulated revised draft Terms of Reference to the Committee for approval. A number of additions and amendments were put forward and it was agreed that a further draft will be circulated to the Committee at the next meeting in February for approval. The Director of Buildings invited members to submit further comments to him directly.

SF/06-07/43 – Panoz Fire

The College Safety Officer was invited to the meeting to discuss his memorandum and the forensic report on the fire in the School of Pharmacy, Panoz Building on 28th July 2006. He advised the Committee that arising from the report of the forensic engineer, some 80 light fittings have been checked for damage/problems and that further inspections will take place on an ad hoc basis. The Committee noted that the College Safety Committee had requested that an independent review of the building be carried out. The Vice Provost advised that the College Safety Committee is continuing to address the issue of bringing the Hazardous Materials Facility into full use.

In response to a query the Director of Buildings advised that costs to College arising from such incidents are met centrally except where it is possible to identify the persons/area responsible.

SF/06-07/44 – SNIAM Building Management Group Minutes

The Committee noted the minutes of the SNIAM Building Management Group meeting held on 15th December 2006. Prof. Vij raised the issue of damage arising from flooding in the plantroom. The Director of Buildings rejected a suggestion that the flooding was a result of any negligence on the part of the design team or the Director of Buildings area. He said that, arising from the minutes, a proposal to tank the plantroom was being developed and costed.

SF/06-07/45 – SUAS Intercultural Week Exhibition

The Committee noted the minute of the Grounds & Gardens Advisory Committee meeting held on 14th November 2006, at which the proposed SUAS Intercultural Week Exhibition was approved by its members.

SF/06-07/46 – College Energy Reduction Programme

A memorandum from the Engineering Services Manager dated 9th January 2007 was circulated to the Committee outlining the results of the Energy Bureau E3 Energy Reduction Programme. The Committee noted this paper and agreed to support the efforts of further energy reduction projects that will be undertaken during the year.

SF/06-07/ 47 - College Main Electrical Supply Contract–

The Committee noted a memorandum from the Engineering Services Manager dated 9th January 2007 on the College Main Electrical Supply Contract in which it was recommended that the College should engage a 12 month contract with Airtricity for the accounts tendered for.

SF/06-07/ 48 – Lloyd Building Management Group

The Committee noted the minutes of the meeting of the Lloyd Building Management Group held on 14th December 2006.

SF/06-07/ 49 – Aras An Phiarsaigh Building Management Group

The Committee noted the minutes of the meeting of the Aras An Phiarsaigh Building Management Group held on 3rd October 2006.

SF/06-07/ 50 – Car Parking Working Group

The Committee noted the minutes of the meeting of the Car Parking Working Group held on 6th December 2006.

SF/06-07/ 51 – New Luas Line BX

A memorandum from the Director of Buildings dated 2nd January 2007 was circulated to the Committee. No requests for discussion were received and the memorandum was noted.

SF/05-06/52 – Date of Next Meeting

The next meeting of the Site & Facilities Committee is scheduled to be held at 11am on the 13th of February 2007 in the Boardroom.

Signed

Dated