

The University of Dublin

Trinity College

Minutes of Site and Facilities Committee Meeting held on 8th November 2005 in the Boardroom

Present Bursar (Prof. D.C. Williams), Treasurer (Ms. Grace Dempsey), Secretary (Mr. Michael Gleeson), Students Union President (Mr. John Mannion), Vice-Provost (Prof. Ruth Byrne), Prof. Roger Stalley, Prof. John Kelly, Dr. K.J. McGinley, Dean of Science (Dr. M.J. Carroll), Acting Director of Buildings (Mr. Paul Mangan).

Apologies None

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

Minutes

SF/05-06/17 - The Secretary explained that the sequence of numbering of minutes for the new sitting of SFC should revert to **SF/05-06/01**.

It was also noted the words 'Engineers Report' should be inserted to replace the word 'Engineering' in minute **SF/05-06/03**.

The Minutes of the meeting held on 11th October 2005 were otherwise agreed by Committee and will be signed by the Bursar once these amendments are made.

Matters Arising

SF/05-06/18 – Physical Access Working Group

The Acting Director of Buildings advised that he has received no response as yet to his correspondence sent to the Registrar to request that the PAWG reports directly to SFC.

SF/05-06/19 - Pearse Street Development

The Acting Director of Buildings advised the Committee that the proposed new North Gate entrance to the College has been retained in the application for Planning Permission for this scheme and that the additional information requested by the planners has now been submitted. He said that a decision from Dublin City Council Planners is due in 2 months. In the event that permission is not granted for this scheme the Site & Facilities Committee will be asked to make a decision as to whether to appeal to An Bord Pleanala.

SF/05-06/20 - Christmas Tree

The Acting Director of Buildings stated that Board decided against arranging for a Christmas Tree in Front Square this year.

SF/05-06/21 – Trinity Hall, Sports Hall

The Acting Director of Buildings advised that the Director of Sport, Buildings Officer and Accommodation Officer (Trinity Hall) met to discuss the budget for renovation works at Trinity Hall. €100,000 has been allocated by the Buildings Office for maintenance work. A further €60,000 is required to make the area suitable for recreational sport and the Director of Sport has agreed to make €20,000 available. It was agreed that the Warden, the Director of Accommodation and Catering Services and the Accommodation Office, Trinity Hall will be asked to raise the remainder of funds required.

SF/05-06/22 – New Square

The President of the Student's Union asked when the expansion of recreational use of New Square will be discussed at Grounds and Gardens Advisory Committee and was advised that the next meeting of this Committee will be held on a suitable date in January 2006. The Acting Director of Buildings has asked the Secretary of this Committee to add this item to the Agenda.

SF/05-06/23 – Out of Hours/Lone Working

A proposed policy on Out of Hours/Lone Working arrangements from the College Safety Officer and the Facilities Officer was presented to Site and Facilities Committee for approval. It was agreed by Committee that additional text be added at the end of the fifth bullet point so that the point now reads ' That Heads/Vice-Deans are required to implement arrangements to monitor building occupancy after hours, unless other arrangements are in place'.

With this change, Committee agreed to endorse this policy with a view that, if accepted by Board, it will be reviewed one year from implementation. The policy will also be brought to the College Safety Committee for endorsement prior to presentation to Board.

SF/05-06/24 – Proposed Renaming of Room 2039 Arts Buildings

The Committee considered a request from Prof. Nicholas Grene dated 14th October 2005, to rename Room 2039, Arts Building The J.M. Synge Lecture Theatre and to seek a new room/theatre/lecture hall to be named after Ernest Walton. The Committee felt that the request was premature and would be more appropriate if it was made following a decision to name a space after Ernest Walton, rather than before. The Committee agreed also that such a request should come from a Head of School or Department. It was agreed that the Acting Director of Buildings will write to Prof. Grene and Prof. J. Scattergood to advise them of the decision.

SF/05-06/25 - Proposed Lift and Accessible Toilet at Pavilion Bar

A memorandum and drawing from the Architectural Services Officer, Mr. Michael Murray, dated 2nd November 2005 was circulated and Committee was asked to approve the proposed works for submission for planning approval. The Acting Director of Buildings emphasised the importance of the provision of universal access in the Pavilion Bar. In response to queries the Acting Director of Buildings advised that a number of proposed schemes have been considered at varying costs and levels of disruption. He said that the scheme currently proposed, at an estimated cost of €100,000, is the most economic scheme that is generally acceptable. He also advised that the Trinity Foundation has agreed to provide €75,000, leaving a shortfall of €25,000. Following a brief discussion Committee agreed to apply for planning permission for this scheme. The Committee noted that the alternative options will have to be reconsidered if planning permission is not secured for the current proposal.

SF/05-06/26 – Cobble Reduction Programme

A memorandum and drawing from Buildings Project Officer, Ms. Deirdre O'Shea, dated 3rd November 2005 were presented to Committee for noting and comment. A number of options for the paving material were presented at varying costs; however, the Acting Director of Buildings stated that the Architects Michael Collins & Assoc. have advised that planning permission for this scheme is unlikely to be granted unless granite paving is used. Prof. Stalley recommended that the College should strive to achieve the highest standard and quality for this scheme. The cost of this scheme will be c. €500,000. The Committee recommended that all funding avenues be explored, noting the suggestion that this type of scheme may appeal greatly to a donor. It was agreed that the area alongside the Old Library should be included in this scheme, and with its inclusion, the Committee agreed to endorse this scheme.

SF/05-06/27 - An Post Site

The Committee noted a progress report dated 1st November 2005 from the Acting Director of Buildings that had been circulated. The Committee endorsed the selection of Messrs PJ Walls as preferred bidder and agreed that, subject to Board approval, the College enter into contractual arrangements with Messrs Walls to advance the project. In response to a query from Prof. Kelly the Acting Director of Buildings advised that AOIP funds amounting to €650,000 were allocated to carry out a planning and financial feasibility study of the project. He said that that commitment to date is approximately €25,000, that €500,000 will be allocated to underwrite some of the developers costs in making a planning application and that the remaining funds will be spent on professional fees in managing the contractual arrangements, the planning process and in drawing up the brief.

The Bursar outlined the possible areas that may be accommodated in the development and the issues to be addressed in drawing up the brief. The Committee agreed to the establishment of a Planning Committee for the project comprising the Bursar (Chairman), Associate Dean of Research, Prof. Roger Stalley, Dr Amanda Piesse (Board representative), Treasurer (or nominee), The President of the Graduate Students Union and the Acting Director of Buildings. Additional members will be added when the composition of the project is agreed.

SF/05-06/ 28 – Items for Noting

Committee noted items in this section as follows and no discussion was requested by members:

- i) Minutes of the meeting of the North East Corner Planning Committee held on 25th October 2005.
- ii) Communications Dome, Fitzgerald Buildings, a Planning Application was submitted and Notification of Intention to Grant received from Dublin City Council.
- iii) Minutes of the meeting of the Grounds and Gardens Advisory Committee held on 20th October 2005.

SF/05-06/29 – Any Other Business

i) Arising from a query from Prof. Kelly the Acting Director of Buildings gave an outline of the background to the proposed sale of numbers 5 and 6 Foster Place. The Committee noted that the proposals followed consideration by the Property Review Group of how the College's properties can be put to their most effective use. He said that the recommendations of this group had been considered by Board before the long vacation and that the Board had agreed in June 2005 that numbers 5 and 6 be offered by sale in September 2005 and that a decision on their sale would be made based on the tenders submitted.

ii) In response to a query from the Student's Union President the Acting Director of Buildings advised that following agreement by the Site & Facilities Committee, an application for retention of the extended Bio Resources Unit and plant space on the roof of the Lloyd Institute was submitted on the 4th of August 2005 to Dublin City Council Planners and that a decision is due shortly.

SF/05-06/30 – Date of Next Meeting

The next meeting of the Site & Facilities Committee is scheduled to take place on the 29th of November 2005. It was agreed by Committee that the agenda for the next meeting will be reviewed nearer the time by the Bursar and Acting Director of Buildings and, if there is no urgent business, that the date for the next meeting will be postponed.

Signed

Dated