

The University of Dublin

Trinity College

Minutes of the Site and Facilities Committee Meeting held on 27th May 2008 in the Conference Room, Trinity Technology and Enterprise Campus.

Present Dr. J.K. McGinley in the Chair, Bursar (Prof. M. O'Mahony), Dr. David Abrahamson, Prof. Roger Stalley, President of the Students' Union (Mr. Andrew Byrne), Vice Provost (Prof. Ruth Byrne), Director of Buildings (Mr. Paul Mangan).

Apologies Secretary (Mr. Michael Gleeson), Mr. Michael Slevin, Acting Treasurer (Mr. Ian Mathews).

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

1. Minutes

SF/07-08/129 –The minutes of the meeting held on 1st April 2008 were approved by the Committee and signed by the Chairman subject to the following amendment:

In minute SF/07-08/115 the word 'fundraising' in the final bullet point was changed to 'finalising'.

2. Matters Arising

Matters arising from the minutes were discussed and have been recorded below, (see Minutes **SF/07-08/ 130** to **SF/07-08/131**).

SF/07-08/130 – Hazardous Materials Facility

The Director of Buildings told the Committee that the College Safety Committee, at its meeting on 26th May 2008, had discussed the background and history of this issue and had agreed to recommend to the Board that the new facility on the top floor of the Panoz Institute should be brought in to use as soon as is feasible, as a facility to service the needs of the College.

The Director of Buildings said that he and the College Safety Officer had confirmed to the College Safety Committee the facility was planned, designed and built by the design team and contractors in accordance with the advice received from experts in the management, containment and disposal of hazardous materials to provided the most practicable solution possible for the College. Subject to Board approval, it was agreed that there will need to be a clear communication about the facility, the move etc. to all concerned parties to ensure that the reasons behind the decision to open the new facility are evident.

SF/07-08/131 – Cobble Reduction Programme

The Deputy Director of Buildings advised the Committee that the planning application decision is expected on 10th June from Dublin City Council and that the samples ordered should be received by mid June, at which point a sample area will be laid to allow for College-wide consultation.

3. Section A

SF/07-08/132 - Presentation of Long Room Hub Project by McCullough Mulvin Architects:

The Director of Buildings introduced McCullough Mulvin Architects, invited to the meeting to present their design proposal for the Long Room Hub Project. He advised the Committee that the Long Room Hub Planning Committee (LRHPC) had met on 26th May 2008 to discuss two location options put forward by the architects – 1) at the 1937 Reading Room and 2) a ‘bookend’ building above the Edmund Burke Theatre. Detailed cost comparisons had been presented for both options with the latter option proving considerably less expensive as well as the preferred location of the Planning Committee. The Director of Buildings advised that the LRHPC recommended that the ‘bookend’ option be approved by SFC for submission for planning permission subject to the resolution of the issue of costs which are currently estimated at €900k over budget or an undertaking to, as a minimum, identify how this discrepancy will be resolved before the project begins. The Committee noted that funding for the project is limited to €5.8 million allocated by the Higher Education Authority through PRTL14.

Messrs. McCullough Mulvin outlined the concept for the ‘Bookend’ proposal as a slim, lightweight building which will, in effect, “float” on the edge of the Edmund Burke Theatre. Various drawings showing the elevations, along with the basic layout of the interior of the proposed building were presented to the Committee giving a general outline of the design of the building. It is envisaged that the façades will be finished with stone cladding and this element will be developed in the coming weeks for approval by the LRHPC at its next meeting.

Following the presentation the Director of Buildings invited comment and questions from the Committee and these were dealt with by both he and the architects as follows:

On the issue of recurrent costs the Director of Buildings advised that these will be met by the Schools involved in the Long Room Hub with maintenance costs being met by the recurrent maintenance budget. He said that the building will most likely be accessible by swipe card and that the majority of the staff of the Hub will be based at the ground level creating a natural reception-type area, therefore eliminating the requirement for security or attendant staff for the building.

In response to a query, the Director of Buildings said that he believed the Acting Director and Executive Director of the Long Room Hub, who are members of the Planning Committee, represent the views of the constituent schools as regards design approval and, in supporting the original bid for PRTL1 funding, that these schools have recognised their responsibility for the additional operating costs that will arise. He undertook to clarify this for the next meeting.

It was agreed to defer a decision on submitting the project for planning approval pending clarification of the external elevations, confirmation of the cost reductions and further consultation with interested parties.

4. Section B

SF/07-08/133 – The Arches Landscaping Proposal

Further to discussions at the SFC meetings of 16th January 2007 (refer to minute SF/06-07/39) and 10th April 2007 (refer to minute SF/06-07/81) the Director of Buildings circulated a drawing indicating the areas to be landscaped including the proposal to position the Sebastian Sculpture in the centre and this was also noted by the Committee. He advised that preparatory work was underway as part of the contractor’s clean up operations. The Committee noted that the imminent

sale of the Cumberland Street Store means that the Arches must be made ready for use as a Picture Store and as storage for the Buildings Office soon as possible.

SF/07-08/134 – SFC Self Evaluation

This item was deferred to the next meeting on 24th June 2008.

SF/07-08/135 – Response to RIOG on Revised Committee Structures

The Director of Buildings received written comments from members on a memorandum from the Senior Lecturer on Revised Committee Structures and this was further discussed at the SFC meeting on 29th April 2008.

The Committee noted the composite response sent to RIOG from the Director of Buildings on behalf of the Committee, which the Director of Buildings advised had been issued following consideration of comments received from members on the draft minute.

SF/07-08/136 – Trinity Ball 2008

The Director of Buildings advised the Committee about a number of issues that arose in the lead up and 'take down' of the Trinity Ball event this year. He said that the event itself was very successful and that the College Safety Officer reported that there were no significant safety concerns and that for the first time in ten years there were no hospitalisations.

He outlined concerns about safety and parking issues that arose during the build up prior to the Ball as well as the failure of the event company to clear the front area of College before Trinity Monday. It was noted that the Ball Committee had acknowledged the problems and have formally apologised for these failings. MCD Promotions wished to record sincere apologies for their lack of satisfactory management of the contractors. The Committee welcomed the agreement of the Ball Committee to provide 50 private car parking spaces for the duration of future Balls, from set up to the conclusion of 'take down', to ease the disruption to staff members and to adhere a strict programme relating to set up and removal time, parking etc. to be drawn up by the Director of Buildings Office. It was agreed that a firm undertaking to observe this programme should be inherent in the Ball application to Board from now on, to be reviewed by the Director of Buildings in the first instance.

SF/07-08/137 – Schedule of Site and Facilities meetings 2008-2009

The Committee approved the schedule of meetings set out for the academic year 2008 to 2009.

5. Section C

SF/07-08/138 – Car Parking Work Group

The Committee noted the minutes of the Car Parking Working Group meeting held on 1st April 2008.

SF/07-08/139 – Long Room Hub Planning Committee

The Committee noted minutes of a meeting of the Long Room Hub Planning Committee held on 29th April 2008.

6. Any Other Business

SF/07-08/140 – Air Handling in College Buildings

In answer to a query from Dr. Abrahamson the Director of Buildings said that he will ask the Enquiries Office to contact the Buildings Office when arrangements are made to hold events in College Buildings outside of normal operational hours, in order to ensure that air handling timing is adjusted to accommodate these events.

7. Date of Next Meeting

SF/07-08/141 – Date of Next Meeting

The next meeting of the Site and Facilities Committee is scheduled for 11am on Tuesday 24th June and will be held in the Boardroom. The Chairman impressed upon the Committee the importance of achieving a quorum at the next meeting to ensure that the Long Room Hub and SFC Self Evaluation items (see minutes SF/07-08/132 and SF/07-08/134 respectively) are taken.

Signed

Dated