

The University of Dublin
Trinity College

Draft minutes of the Site and Facilities Committee Meeting held on 15th June 2010 in the Board Room.

Present Dr K J McGinley, in the Chair
President of the Students' Union - Mr Conán O Broin
Prof. Roger Stalley
Heads of Schools Representative - Professor Mary McCarron
Interim Chief Operating Officer - Mr Tony Mc Mahon
Mr Ian Mathews - Treasurer
Director of Buildings - Mr Paul Mangan

Apologies Deans Representative - Professor Colm O'Morain
Bursar – Professor Margaret O'Mahony
Vice Provost/Chief Academic Officer - Professor Patrick Prendergast

In Attendance Deputy Director of Buildings - Mr Pat McDonnell
Executive Officer – Miss Sally-Anne Mac Mahon

1. Minutes

SF/09-10/50 – The minutes of the Site and Facilities Committee held on 18th May 2010 were approved and signed by the Chairman subject to the following amendment:

SF/09-10/41 – Biosciences Development

The attendance at the Biosciences Development Task Force was amended as follows:
“...the Director of Buildings, Dean of Research, Vice Provost of Medical Affairs and the Treasurer.”

2. Matters Arising

SF/09-10/51 – Cobble Reduction Programme

The Deputy Director of Buildings reported that the material sample from the lowest tenderer was rejected. In consultation with the architects, further samples have been requested from the next two tenderers. These samples are awaited at this time. The Deputy Director of Buildings clarified that the slab size will be 600 x 450 mm approximately laid in a random approach and there will be no decrease in size at corner areas.

3. Section A

SF/09-10/52 – Capital Projects Report Issue 12

The Director of Buildings introduced Issue 12 of the Capital Projects Report dated June 2010, drafted in consultation with the Treasurer, that had been circulated. A number of key points in the report were highlighted to the Committee to include the following:

The amount of €4.7m earmarked to provide facilities for the School of Nursing and Midwifery at AMNCH (Tallaght) is being pursued by the Director of Strategic Initiatives through discussions with the Department of Health and Children. The Committee noted that the Head of School of Nursing and Midwifery will meet with the CEO of AMNCH (Tallaght) in early July this year, along with the Director of Strategic Initiatives and the Dean of Faculty of Health Sciences, to discuss progressing and funding the building of a facility on site.

The Director of Buildings clarified that the sum of €1m set aside as a nursing contribution towards general facilities on the main campus may be allocated as a source of funding for the Student Centre.

The Director of Buildings was pleased to report that the North East Corner Development Final Account has been concluded successfully.

In a detailed discussion on the Biosciences Project the Committee noted that the project is scheduled for completion, including full fit-out , by end March 2011 on the basis that the Schools that will occupy the building have agreed to provide collectively a further €5m to fund the additional costs of the full enhanced fit out and increased facilities that were not included in the original budget (the Treasurer to receive and sign off on the participating School's collective funding strategy).

In response to queries, the Director of Buildings and Treasurer advised the Committee that Executive Officers had established a Working Group to address the challenge posed by the increased scale and more intensive service and fit-out requirements of the scheme over that tendered in 2005. Measures to defer the fit out of certain areas had been proposed but the Group agreed to proceed with the full fit out on the undertaking by the schools to provide the additional funding to secure the full completion and fit out of the building as currently specified. The Committee noted that the College is still anticipating receipt of State funding from its applications under PRTLI 5 and from the Fotherrell Report on Facilities for Health Sciences teaching. It noted that the commercial space will be funded from rental income that will clear its development cost after 14 years.

The Director of Buildings undertook to circulate a list of headline items that have led to the increased cost and to make available to members cost details of the variations on the project.

In answer to a query relating to the sum of €1.65m available to facilitate Library priority projects, the Director of Buildings advised that the Library has established a Library Working Group to bring forward a plan for additional book storage. It was noted that the development of the proposed visitor and exhibition area is not a priority at this time and this has been addressed in the Development Control Plan.

In relation to the requirement for the provision of additional student residences, the Director of Buildings reported that 7 candidates have been shortlisted following a competitive dialogue process. It was noted that significant design costs will be incurred by tenderers from this point forward and a paper will be circulated to Executive Officers advising of the current status on the project, the potential cost to the College of the development and seeking guidance on the extent to which the project should be advanced.

The Committee agreed that in the case of the smaller amounts of funding available for potential capital projects but which have not crystallised into approved building projects, these funds should be amalgamated to provide a fund to be used strategically. These monies will be reflected as a central fund in future Capital Project Reports. Priority projects for funding will be identified by Site and Facilities Committee in conjunction with Executive Officers.

The Committee approved the report for circulation to the next Board Meeting scheduled for 30th June 2010.

4. Section B

SF/09-10/52 – Development Control Plan (DCP)

The Director of Buildings advised that he had presented the draft DCP to Board at its meeting on 2nd June 2010, where a wide variety of comments were noted. He advised that he will brief the Fellows later on this day (15th June). He outlined his intention to discuss the comments from Board and Fellows with the Faculty Deans and to revert to a Board meeting early in Michaelmas term.

He stated that he will clarify to Board that the DCP has been drafted in direct response to the College Strategic Plan, its aspiration being to provide an additional 100,000 sqm of space. It was noted that the Director of Buildings will ensure that the document is clearly acknowledged as a framework for future developments and, in common with current practice, each future proposed development will have to be approved on a case by case basis, including the production of a Cost Benefit or Multi Criteria Analysis in cases of large projects or where demolition of buildings is proposed. The Committee noted that certain buildings were erected as short term space requirement solutions.

SF/09-10/53 – Schedule of Meetings 2010-2011

A proposed schedule of meetings was circulated to the Committee. In light of the draft Terms of Reference for future Principal Committees, requiring 1 meeting per term, awaiting approval by Board, it was agreed that 2 meetings per term will be diarised at this time, and 1 meeting will be cancelled per term if no urgent business arises.

SF/09-10/54 – Clinical Research Facility, St James’s Hospital

The Committee noted a memorandum from the Director of Buildings dated 9th June 2010, stating that the Wellcome Trust has awarded funding towards the costs of constructing, fitting out and equipping a Clinical Research Facility to be located on hospital lands at St James’s Hospital in a combined project including other facilities. It was noted that St James’s Hospital is leading the project and has appointed a design team and prepared tender documentation. Based on recent estimates the Wellcome trust has confirmed funding of €5.7m to construct the facility. The Treasurer informed the Committee that the Wellcome Trust will not fund VAT costs of some €800k and that this issue is being addressed by the Faculty of Health Sciences. The Committee noted the position and agreed that the details of this project be incorporated into the Capital Projects Report.

5. Section C

SF/09-10/55 – Phoenix House

A memorandum was circulated from the Deputy Director of Buildings dated June 2010 clarifying the revised budget for the refurbishment and fit out of Phoenix House. A speculative estimate of €2m was projected initially, however, with the requirements set down by Dublin City Council Planners for the change of use of the building to educational use, the cost of considerable additional works had to be taken into account. The revised budget has risen to €3,195,785. The Committee noted the position.

SF/09-10/56 - Biosciences Project Team

The Committee noted the minutes of the Biosciences Project Team meeting held on 27th May 2010.

6. Any Other Business

The Director of Buildings undertook to begin the process of Committee Self Assessment to be carried out throughout the summer months and stated that he will identify an independent member of the College community to collate responses and report back to him. This item will be addressed in the new academic year.

7. Date of Next Meeting

SF/07-08/– Date of Next Meeting

The next meeting of the Site and Facilities Committee is provisionally scheduled for 7th September 2010 and will be held in the Board Room, House 1.

Signed

Dated