



**Minutes of the Estates Committee meeting held on Tuesday 22nd
November 2011 in the Boardroom.**

Present Dr K.J. McGinley (in the Chair)
Dr David Lloyd, Bursar*
Mr Ian Mathews, Treasurer
Dr Amanda Piesse, Dean of Students
Mr Ryan Bartlett, President Students Union
Ms Darina Kneafsey, Chief Operating Officer
Dr Yvonne Scott, Director Trinity Irish Art Research Centre
Mr Paul Mangan, Director of Buildings (Secretary)
Professor Linda Hogan, Vice Provost/Chief Academic Officer

Apologies Professor Stephen Wilmer, Head of School of Drama, Film and Music
Professor Margaret O'Mahony, Head of School of Engineering
Professor Clive Williams, Dean Faculty of Engineering, Maths and Science

In attendance Deputy Director of Buildings, Mr Pat McDonnell
Ms Sally-Anne Mac Mahon, Executive Officer

*Present for items EC/11-12/050 to EC/11-12/060 inclusive.

The Chair welcomed the Vice Provost/Chief Academic Officer as a new member of the Committee.

Section A

EC/11-12/050 Minutes

The minutes of the meeting of the Estates Committee held on 20th September 2011 were approved by the Committee and signed by the Chairman.

EC/11-12/051 Matters Arising

There were no matters arising from the minutes.

Section B

EC/11-12/052 Proposed Additional Student Residences

A memorandum from the Director of Buildings dated 16th November 2011 was circulated to the Committee. It was noted that Executive Officers approved the allocation of funding towards the procurement process to include provision for further legal costs. The Director of Buildings had previously outlined 3 no. contractual options for proceeding with the project, however, he advised that, bearing in mind the current economic conditions, the most practicable option is likely to be for the College to secure funding and to pay for the project on completion. He said that a study is in progress to test this view and, if confirmed, tenders will be sought on this basis only. He advised that this approach will minimise procurement costs and the costs of legal advice that may be required as part of the tender process. The Committee noted the position.

EC/11-12/053 Accommodation for Irish School of Ecumenics (ISE), Loyola Institute and Student Services Registry at Magennis Place

The Director of Buildings advised the Committee that on foot of an urgent requirement to rehouse the Irish School of Ecumenics due to the lapse of the lease on its current accommodation, rental of a building with an area of 1,555sq.m at Magennis Place was considered by the Space Allocation Sub Committee (SASC). Separate requests were also approved by the SASC to provide accommodation for the Loyola Institute and the registry functions of the Academic Services Centre. It was noted that there will be an initial outlay for fit out costs, with the figure yet to be determined.

The Committee approved the proposal to rent the building subject to funding arrangements to be approved by Executive Officers.

EC/11–12/054 South East Corner Development

A memorandum from the Building Projects Officer dated 16th November 2011 was circulated to the Committee. The project has been paused until the strategic review of the requirements for the project by the Dean of Research is completed and accepted by Executive Officers. It was noted that the review is targeted for completion by the end of the year with a Cost Benefit Analysis for the development to be commissioned under the Capital Works Framework Management once the brief is approved.

The Director of Buildings drew the Committee's attention to the programme, advising that it is a 'best case' programme and makes no allowance for potential planning appeals.

The Committee noted the position.

EC/11–12/055 Refurbishment of Foster Place

A memorandum outlining the current position with the project to refurbish Foster Place, and in particular the decision to grant planning permission subject to conditions set out by Dublin City Council, was noted by the Committee. The Director of Buildings reminded the Committee that it has taken several years to achieve this positive outcome and said that the conditions for planning are not onerous in the circumstances and should not be appealed by the College. Noting that the ground floor will be developed in to a restaurant, the Director of Buildings advised that the space for academic activities has not yet been allocated. The School of Nursing and Midwifery Studies has expressed an interest in the space and it was noted that the Director of Buildings and the Treasurer, together with the Dean of Health Sciences, have been liaising with the HSE and Dept of Health and Children seeking the release of some €4.7m funding which has not yet been drawn down.

The Committee welcomed the progress achieved and noted that the allocation of the building would be a matter for the Space Allocation Group in the first instance. It was agreed that the building should be considered as an asset when consideration is being given to its future use.

EC/11–12/056 Report on Director of Buildings Area Activities

The Director of Buildings circulated a report dated 16th November 2011 showing headline issues and this was noted by the Committee.

He verbally appraised the Committee on the progress with the Data Centre project, explaining that the planned changeover of power supply was deferred to 17th December due to an issue with the procedure on the original date, and it was noted that all precautions have been put in place to minimise disruption and risk to data. He advised that the deferral of this task will have some time and cost implications but that it is hoped that they can be absorbed within the overall completion date and the project Contingency sum.

He reported that the building project remains on target for completion within the original €2m budget allocated which has been extended by €85,000 by input from IS Services for the supply of additional equipment.

The Committee noted the difficulty in securing collaborating tenants that the requirement to set aside 3000 sq.m. of space in the commercial space in the Biosciences development is becoming a matter of concern.

The Bursar advised that he will set up a working group to address this matter.

EC/11-12/057 Campus Card System

The Committee noted a memorandum, including a timeline, dated 16th November 2011 from the Director of Buildings outlining the progress with the procurement process for the College ID Card and Access Control phase of this project which is well advanced and ready for the tender stage. This phase will provide the basis of a Campus Card System that will have potential to support various services and activities as further phases of the project are implemented.

He advised the Committee that commercial opportunities related to the system has been referred to the College Commercialisation Group.

EC/11-12/58 Arts Building Cafe Seating Proposal

The Committee considered a memorandum from the Chair of the Grounds and Gardens Advisory Committee (GAGC) that outlined the considerations and position of the Committee relating to a proposal from the Director of Accommodation and Catering to locate outdoor seating at the Arts Building. An artist's impression of the area as viewed from different angles was also circulated.

The Estates Committee noted that concern had been expressed about the impact on the visual integrity of Fellows Square and the risk that it might be compromised with a sub standard installation. Concern was expressed also at the possibility of

pedestrian congestion in the area. The Director of Buildings told the Committee that following a review of the plan the College Safety Officer advised that the requirements for escape routes or safe passage will not be breached.

The Bursar referred to the need to generate commercial income for the College.

It was noted that the Catering Department has undertaken to address all additional security and grounds maintenance costs associated with the project.

Following a discussion and having regard to the advice from GAGC, and the advice from the Chief Operating Officer as to the anticipated commercial benefit, the Committee agreed that the full plan (Option 1) should be progressed on a pilot basis to be in place by spring 2012, with the impact of the scheme to be reviewed after 1 year.

The Committee expressed no objection to the use of umbrellas as part of the proposal provided no commercial branding was included.

EC/11-12/059 Accommodation for Institute of Preventive Medicine

The Director of Buildings, in his paper dated 16th November 2011, advised the Committee that the School of Medicine has been developing a proposal to secure facilities for an Institute of Preventive Medicine at or in close proximity to AMNCH Tallaght. Executive Officers will shortly be asked to approve a business plan from the School of Medicine which identifies a 3,000 sq.m. area in a suitable building and the Director of Buildings said that, subject to EO approval, a proposal to purchase the space will be presented to Estates Committee and the Finance Committee.

The Committee noted the position.

EC/11-12/060 Cost Report on Capital Projects

The Director of Buildings and Treasurer circulated a memorandum and spreadsheet, the aim of which is to provide a cross discipline report on cost and status information on capital projects. It was agreed that further collaboration is required to determine the best way to present the information to include, for example, indications on whether a project scope was extended or details of unforeseen costs which lead to revisions in the budget.

In response to a query from the Bursar, the Treasurer and the Director of Buildings commented on the changes in scope and increases in the approved budget for the Biosciences project that had been approved by the relevant College committees and reported in detail to this Committee.

The Director of Buildings undertook to circulate a revised version of the spreadsheet that would address a query regarding the Phoenix House costs and would include the correct figure of €90.25m as the anticipated for total cost of Biosciences.

EC/11–12/061 Naughton Institute Proposed Sign

The Committee deferred consideration of the proposal to erect a CRANN sign at the Naughton Institute noting that the relationship to Trinity College and its branding requirements have not been considered. The Director of Buildings was asked to refer this concern to the proposers.

Section C

EC/11–12/062 Space Allocation Sub Committee

A number of members requested discussion on the minutes of the Space Allocation Sub Committee meeting held on 18th October 2011.

In answer to a query from the Student Union President the Director of Buildings advised that the provision of space for an Irish language conversation room was not seen by the Space Allocation Sub Committee as an immediate priority in the context of other more urgent space requirements, and said that the interested parties have been advised to pursue other options including the central room bookings system or the Central Societies Committee and he referred to the offer from the Dean of the Faculty of Engineering, Maths and Science for the use of its conference room once per week.

With regard to his request for space for Student Learning Development, The Dean of Students and Vice Provost/CAO invited the SU President to discuss opportunities in line with the peer assisted learning development being devised currently.

The Dean of Students expressed concern at the recommendation that she share space in the Dean's Office, stating that a separate office had been her requirement from the outset and that she requires this facility as soon as possible. It was agreed that the matter would be referred back to the SASC. The Director of Buildings indicated that it may be possible to address this requirement from space to be vacated by Academic Services.

In relation to the relocation of the Careers Advisory Service the Deputy Director of Buildings undertook to meet with the Graduate Students Union President and the

Administrator from the Faculty of Arts, Humanities and Social Science to discuss their concerns relating to the move and to outline the programme going forward.

EC/11-12/063 Report on Botany Fire

The Committee noted a report on the recent fire in Botany from the College Safety Officer dated 16th November 2011.

EC/11-12/064 College Green Building Management Group

The minutes of the meeting of the College Green Building Management Group held on 20th October 2011 were noted by the Committee.

Any Other Business

EC/11-12/063

It was noted that, through a philanthropic donation, the College will have a Christmas tree in Front Square this year.

EC/11-12/064

The Chair undertook to write to the College Secretary to recommend that the President of the Graduate Student's Union be invited to join the membership of the Estates Committee.

Date of next meeting

The next meeting of Estates Committee is confirmed for 10am on Tuesday 17th January 2012 and will be held in the Boardroom, House 1.

Signed: _____

Date: _____