

INFRASTRUCTURE DEVELOPMENT COMMITTEE

Terms of Reference

Purpose: To ensure that the University develops and maintains a physical infrastructure appropriate to a leading modern University in the UK and optimises its use of space.

Remit:

1. To advise PEG as necessary on strategy, policy, priorities and costs relating to the utilisation, maintenance and future development of the physical infrastructure, consistent with the approved Estates Strategy.
2. To review annually and recommend to PEG proposals for the deployment of Priority Works budget as part of the planning and budgeting process.
3. To oversee the development of KPIs relevant to the efficient management of space within the University, agree targets, monitor their attainment and report as necessary to PEG.
4. To ensure that all material changes in the use of University space, including the allocation of rooms to members of staff are formally approved either by the relevant Campus Principal (s) or the IDC on behalf of PEG
5. To ensure that the Campus User Groups operate effectively on each major site and receive CUG minutes to consider on behalf of PEG.

Constitution:

PEG member primarily responsible for Estates (Chair);
Campus Principals
Director of Property & Facilities Services
Director of Student and Academic Services
Director of Information Services
Head of Projects

Specific Policy

Responsibilities:

All issues concerning future development of the physical infrastructure.

Quorum:

One third of total membership, which must include the Convenor.

Frequency of meetings:

Normally three times a year in October, January and April.

Reporting Line:

Principal's Executive Group.

Sub Committees:

None

Current Working Groups:

None.

Minutes:

Copies of all minutes will be forwarded to the Principal's Executive Group. Hard copies of all minutes will be held centrally in the University Secretary's Office and electronically via SharePoint.

Support:

The functions of the Group will be supported through the office of the Convenor.