



**EXECUTIVE SUB-COMMITTEE**

**CAMPUS & INFRASTRUCTURE COMMITTEE  
TERMS OF REFERENCE**

**Approved by Executive Committee  
15 January 2020**

# Campus & Infrastructure Committee

## Introduction

- 1.1 The purpose of the Campus & Infrastructure Committee is to support the President in ensuring the University's campuses and facilities, including facilities managed by subsidiaries, meet the requirements for the University's Strategic Plan. The Committee will also assist the President in ensuring that all major activities relating to physical assets requiring strategic or capital investment are aligned to the overall University strategy.
- 1.2 The University of Limerick Campus & Infrastructure Committee is a subcommittee of the Executive Committee and reports to Executive Committee via the President.
- 1.3 The Committee will provide its agreed minutes to the Executive Committee as soon as possible for noting and/or discussion as necessary.
- 1.4 The Committee will meet at least 6 times per annum. The schedule of meetings will be agreed in advance by the Committee.
- 1.5 A quorum for a meeting of the Committee shall be one third of the total number of members, rounded up to the nearest whole number, plus one. The participation of members by tele conferencing and/or video conferencing will be counted for the purposes of a quorum. No meeting will proceed in the absence of a quorum.
- 1.6 Between meetings of the Committee occasions may arise where an urgent matter requires consideration of the Committee. The Chair may agree in such circumstances to seek a decision of the Committee via email to all members. In the event of such circumstances arising any such decision will be noted in the minutes of the Committee's next meeting.
- 1.7 At the start of each meeting, the Secretary to the Committee will ask members to declare any conflict of interest, perceived or otherwise, in relation to any matters on the agenda. Where such a conflict is declared, the member will absent him/herself from the meeting during consideration of the agenda item. In addition, any additional documentation will not be made available to the member following the declaration of interest. These matters will be recorded in the minutes.
- 1.8 Questions arising at any Committee meeting should be decided by consensus. Where reaching a consensus is not possible, then the matter will be decided by a majority of the votes of the members present either in person or by tele conferencing and/or video conferencing. Where there is an equality of votes, the Chair shall have an extra casting vote. Where decisions are unanimous, they shall be recorded as such in the minutes. Dissensions and negative votes shall be summarised in the minutes in terms acceptable to the dissenting person or negative voter.
- 1.9 The Campus & Infrastructure Committee will agree its Programme of Work on an annual and/or longer term basis and will submit it for noting to Executive Committee.

1.10 The Committee will review its terms of reference on an annual basis and recommend any changes to Executive Committee for approval.

## **2. TERMS OF REFERENCE**

2.1 Assist the President in developing the University Campus Master Plan with a view to recommending its approval to the Executive Committee and to Governing Authority as requested by the Executive Committee. In this regard, the Committee will:

- Review current and previous campus masterplans in the context of all future physical and landscape development projects aligned to the University Strategic Plan;
- Review current policy and develop plans regarding landscape design and planting;
- Consider whether current use of space is optimised and identify future improvements in space optimisation;
- Review and make recommendations to the Executive Committee and Governing Authority, at the request of the Executive Committee, on plans for traffic management, improved vehicular, public transport, cycling and pedestrian circulation on campus, including bridge crossings between the local area, city and counties;

2.2 Conduct regular reviews of the University Campus Master Plan and recommend any required amendments for approval to Executive Committee and to Governing Authority as requested by the Executive Committee.

2.3 To review and recommend to Executive Committee a Capital Development Plan following completion of the Strategic Plan and Campus Masterplan exercise.

2.4 To assist the President in ensuring plans for major (>€250,000) capital acquisition or works are prepared, reviewed and recommendations presented to the Executive Committee and Governing Authority as requested by Executive Committee for approval.

2.5 To assist the President in reviewing and making recommendations to the Executive Committee and Governing Authority, at the request of the Executive Committee, on major infrastructure (roads, water, power, waste water, IT, car parks, walkways and bridges) projects (>€250,000).

2.6 To advise the President on proposals for potential new developments and in this regard, the Committee will:

- Consider proposals for the commencement of feasibility studies;
- Consider the outcome of any feasibility study and approve the establishment and terms of reference of a building committee/landscaping working group/project group reporting to the Campus & Infrastructure Committee;
- Consider recommendations from the building committee/landscaping working group/project group for approval by the Executive Committee and to the Governing Authority at the request of the Executive Committee;
- Review progress on and delivery of all approved projects and report on these to the Executive Committee.

- 2.7 To advise the President on matters relating to the on-going management of the campuses, significant space utilisation proposals and/or relocation.
- 2.8 In taking forward its remit, the Committee will support equality, diversity and inclusion and will strive for gender balance. It will seek consistency and common approaches, where these are in the best interests of students and staff.

## **Membership of Campus & Infrastructure Committee**

- President (Chair)
- Deputy President Chief Operating Officer & Registrar (Deputy Chair)
- Vice President Academic & Student Engagement
- Vice President Research & Enterprise
- Dean (nominated by the President)
- Director of Strategic Planning & Transformation
- Director of Management Planning & Reporting
- Chief Operating Officer of Plassey Campus Company (to represent Sports/Residences/Catering/Concert Hall)
- Director of Buildings & Estates
- Representative of Student Life (nominated by Student Life)
- Representative of PSU (nominated by PSU)
- Special Advisor to the President on Equality & Diversity
- Head, School of Law
- Director of ITD
- Representative(s) of Contracted Architecture Firm appointed following Open Competition;
- Representative(s) of Contracted Landscape Architecture Firm appointed following Open Competition
- Representative(s) of Project Management Firm appointed following Open Competition.

Other stakeholders as requested by the Chair from time to time to attend meetings of the Committee for a specific period/project.