

¹INFRASTRUCTURE COMMITTEE

²Terms of Reference:

The Committee shall consider, review and advise Council on the implementation of:

- the University's Master Plan, including the Residences;
- the University's Strategic Asset Management Plan, including information technology facilities and infrastructure;
- the University's Preventative Maintenance Program;
- the Facilities Management Services Management Plan;
- the Information Technology Management Plan; and
- the Rural Properties Management Plan.

The Committee shall review and make recommendations to Council on:

- the establishment of proposals and design standards for building works and information technology infrastructure;
- the life cycle of infrastructure;
- the progress of major infrastructure contracts and projects, including the tender process, post tender activities and contract administration;
- the control, management and disposal of properties, consistent with legislative requirements;
- the naming of buildings and areas;
- the restoration and use of heritage buildings; and
- environmental aspects of campus development.

Reports/Makes Recommendations to: University Council

Chaired by: The Committee may elect from its members a Chair who, subject to the provisions of the University Act (section 7(3)) and By-Laws of the University, shall preside at all meetings of the Committee at which he/she is present. In accordance with section 7(4) of the University Act the Chancellor is entitled, if he or she so desires, to preside at any meeting of a committee constituted by Council at which he or she is present.

Membership: Chancellor *ex-officio*
Deputy Chancellor *ex-officio*
Vice-Chancellor *ex-officio*
Chair of the Academic Board or nominee
Three members elected by and from the Council, not more than two of whom shall be lay³ members

¹ Previously known as the Buildings and Grounds Committee of Council

² These terms of reference are subject to the Council's overarching policies, *Matters on Which Authority is Retained by Council* and the *Financial Delegations*.

³ Lay shall be interpreted as not an employee or a student of the University of New England

Gender Representation: The objective will be to ensure that the membership of all committees of Council (of 5 or more people) should include at least two women and two men. Where a committee has fewer than 5 people there will be at least one woman and one man. Where it is necessary for the Chair to co-opt (a) member(s) to meet this objective, the member(s) so co-opted will be from Council.

Term of Office: Elected members will hold office for a two-year period. In the event that an elected member vacates office prior to the conclusion of their term, then an election will be conducted by the Council for a replacement to serve the remainder of the term.

In attendance:

Secretary to Council or nominee

Chief Operating Officer

Director, Facilities Management Services

Director, Information Services Directorate

Manager, Rural Properties

Self-Review Once every twelve-month period, the Committee shall devote at least part of one meeting to a review of its policies, practices and procedures over the preceding 12 months.

Quorum: A quorum shall consist of a simple majority of members of the Committee.

Meetings: The Committee will meet on a bi-monthly basis. In the event that a formal meeting of the Committee cannot be convened, as a consequence of unavailability of members and/or urgency of a matter for resolution, then, where appropriate and with approval of the Chair of the Committee, resolution will be sought by “flying minute”.

Support: The Office of the Secretariat will provide support.