

Terms of Reference for the Grounds and Gardens [Advisory] Committee

Reporting

1. The Grounds and Gardens [Advisory] Committee [GGAC] reports to the Estates Committee, a principal committee of College.
2. The committee also acts as a special advisory group to the Provost and Executive Officers.

Membership

3. Core membership of the GGAC will be drawn from Schools or Departments with cognate academic interests and relevant administrative staff. These comprise the Schools of Natural Sciences and Engineering [who will normally provide the Chairperson], the Department of History of Art and office holders from the Director of Estates and Facilities including the Director, the Architectural Services Officer, Grounds Supervisor and the Campus Services Manager [who will act as Secretary].
4. Applications from interested parties from areas other than those with representatives will be sought every three years and a maximum of two members of the committee will be appointed to it from people with relevant expertise who express interest in the work of the committee. Furthermore, retired members of staff may be invited by the committee to continue to serve on the committee after normal retirement age or to provide specialist advice as required. One member of the committee will be responsible for representing the views of Campus 'users', including those who avail of the outdoor sporting facilities on Campus.
5. The duration of an individual's membership on the committee will be at the discretion of the Chairperson but will normally be three years, renewable for another term.

Operational Details

6. The committee will physically meet at least twice during the academic year and the minutes of such meetings will be forwarded to the Estates Committee to whom the committee formally reports and to the Provost. In the interregnum between meetings the business of the committee will be conducted via email.
7. Members of College staff, who are not committee members, College students and external specialists may be invited before the committee from time to time in connection with the business of the committee and to assist the committee in the pursuit of its objectives.

Duties

8. The principal duties of the committee are:

- to consider, advise and provide strategic direction on the development and maintenance of all of the College's grounds and gardens whilst remaining conscious of the history of the College and the significant place of the Campus landscape in that history

- to ensure, where possible and appropriate, that these grounds and gardens are capable of supporting teaching and research in College as well as providing sporting and recreational facilities for the College Community

- to advise on requests relating to the use the grounds for commercial activities or for the purposes of hosting entertainment events

- to ensure that due attention is paid to the contribution of the grounds and gardens to the enhancement of biodiversity, carbon reduction and recycling on Campus and in off-Campus sites

- to consult with appropriate experts in the fields of horticulture, arboriculture, botany, biodiversity, etc., as necessary, on matters pertinent to the maintenance, development and enhancement of the grounds and gardens. In particular to ensure that a long term [150-200 years] strategic plan is maintained and constantly updated to take account of changing circumstances on Campus and at other College sites, including, but not restricted to, the impact of environmental change, plans for new buildings on Campus, the acquisition of new properties and lands and the placement and control of commemorative items and sculptures, etc.

- to maintain appropriate documentation and other records for the College Archives.

- to review the Grounds and Gardens elements of the College's Development control plan

- to oversee implementation of the College's Development Plan and the College's Strategy on Grounds arising from the College's Strategic Plan.