
GROUNDS AND BUILDINGS COMMITTEE

Terms of Reference

Reports to: Cabinet

Membership: Vice President Financial Administration (chair)
Director of Plant Services, secretary
Building coordinators

Appointment: By position; building coordinators appointed by the Vice President Financial Administration

Term: Standing

Purpose: To review and prioritize building needs, including ensuring health and safety regulations are met

Terms of Reference:

Responsibility	Power
To review individual building needs annually	To act
To assist in prioritizing building repair needs	To act
To agree support mechanisms for meeting Health and Safety requirements, including procedures for emergency situations	To act
To advise on aesthetic needs of the campus	To act

Agenda and Minutes: The chair and secretary will agree the agenda and communicate actions as required.

Frequency and Venue: On the call of the chair

Approved by: Cabinet

Date: Spring 2009