

## Kent Community Oasis Garden Management Group

### Terms of References

#### Purpose of the group

To lead on and provide strategic oversight for the Kent Community Oasis Garden, ensuring that the partnership with East Kent Mind is successful; that the success criteria and overarching aims of the project are met; and that all stakeholders are represented.

#### Aims for the project:

- create a lasting and mutually beneficial working partnership.
- create an accessible multiuse space.
- provide opportunities for skills building and training.
- provide work experience and volunteering opportunities.
- promote sustainable and healthy food.
- provide access to all to a growing space.
- create activities and quiet spaces for wellbeing and mental health programmes.
- enhance the student experience.
- promote social enterprise.
- improve social cohesion.
- provide opportunities for learning and teaching.
- provide opportunities for academic research/A Living Lab
- create a safe working environment within the University's processes and procedures.
- record and preserve history and impact of KentCOG.

#### Meetings

Meetings will be held quarterly and be chaired by the Head of Security Mark Arnold. The meetings will have formally produced minutes and be supported by Estates Administration staff with an action list will be put together and circulated to all members following each meeting.

#### Membership:

The chair of the group will work to ensure that the below areas are represented to cover the wide-ranging activities and impacts of the project e.g., wellbeing, sustainability, student and staff engagement, community outreach, partnerships, civic mission, land use, estate planning.

- Head of Security (Kent Community Oasis Garden Management Group Chair)
- Sustainability Coordinator
- KentCOG Project Coordinator
- East Kent Mind Representative
- Director of Engagement
- Kent Union Officer (relevant Sabb or sustainability network chair)
- KentCOG Student Ambassador
- Mental Health and Wellbeing Team representative
- College and Community Life Representative
- Staff Representative
- W&HBB (Whitstable & Herne Bay Beekeepers) Representative
- Estates Projects and Maintenance Team representative

Circulation of minutes as interested parties to:

- DICE (Durrell Institute of Conservation and Ecology) Representative
- Forensic Science Representative
- Physics Representative (telescopes)
- Landscape and Grounds

Updated aims of the group:

- Enact and support the new 5-year KentCOG strategy.
- Review progress quarterly against aims.
- Seek out and progress funding opportunities.
- Support the KentCOG coordinator and Sustainability Coordinator in their duties.
- Provide a forum for innovative ideas to continue to grow the project.
- Develop ongoing strategies.
- Ensure compliance with health, safety and environmental law and good practice.

Reporting structure

Quarterly progress reports will be given by the KentCOG Coordinator and Sustainability Coordinator. Partners of the project will give updates on their work and how it related to the KentCOG project.

Escalation of issues are taking to relevant other groups for review e.g., Space Management, Sustainability Steering Group etc.

Reports on progress from the Management Group are included in the annual engagement report at the Sustainability Steering Group.

Reports of food production are reported to the Sustainable Food Steering Group.

Version 2	Reviewed: 17/08/2023	Signed:
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