GO001 Terms of Reference - Strategic Development Committee

Policy number:	GO001	**Policy Owner:**	Executive Director Governance, Compliance and Projects
Approved by:	SLT	**Date approved:**	October 2025
	Committee		October 2025
	Board		October 2025
Review frequency:	2 Yearly	**Next review due:**	01/10/2027
External website:	Yes	**Version:**	
Linked policies/ documents			

Summary

The Strategic Development Committee shall oversee the construction and content of the Corporation's Strategic Plan and strategic campus site proposals and the Corporation's strategy for achieving a 'green' plan.

This committee is on hold for 2025 – 2026.

GO001 Terms of Reference - Strategic Development Committee

1. Membership

The Committee shall be appointed by the Corporation and shall consist of at least three members, two of whom are External member and up to two Associate Governors. Associate Governors will not have any voting rights.

The Chair and Vice-Chair shall be appointed by the Committee for a two-year period (or a period consistent with their term of office as a governor). The Chair and Vice Chair must be external members. In the absence of the Chair and Vice Chair, the members attending the meeting shall select one of their number to 'Chair' the meeting.

Other Corporation members may attend meetings, in an observer capacity, with the prior approval of the Chair of the Committee. The Governance Professional/Clerk to the Corporation shall act as Clerk to the Committee.

2. Quorum

Meetings of the Committee shall be quorate if three members are present.

3. Purpose

This Committee is formed to offer support to the strategic direction of the College, to review proposals and present considered opinion to the Full Governing Board.
Its flexibility enables it to be called upon at short notice should immediate/devolved decisions be required.

4. Appointment of Chair and Vice Chair

The Committee shall elect a Chair and Vice Chair from among its members. The terms of office shall be for two years. Associate Governors may not hold the position of Chair or Vice Chair.

5. In Attendance

The Committee has the right to invite any other person to attend for a part of or for the whole of a meeting they will have no voting rights.

6. Frequency of meetings

The Committee shall meet on a cycle consistent with the activities and requirements of the College. Given the role of this Committee it is anticipated that ad-hoc meetings may be called at short notice in order to drive time sensitive decisions.

7. Responsibilities

- To maintain oversight of the College's Strategic Plan and to advise if circumstances mean that the plan needs a revision due to major internal or external influences.
- To maintain oversight of the Campus Development Plan, ensuring that the focus for the entire site is in line with evolving educational and commercial needs and satisfies the College's financial requirements.

- To review, periodically, the College's Estates strategy to ensure consistency with the College's Strategic Plan and to advise the Corporation on its property holdings including acquisitions and disposals of sites and buildings.
- To be aware of major external challenges and support the College in developing its response e.g. changes required due to pandemic.
- To be updated on discussions regarding the PFI contract and assist in devising strategies to maximise the financial value and delivery standards of the PFI partner. This may include consideration of negotiation and revisions to or termination of the PFI contract.
- To support the creation and implementation of a Strategic Plan to introduce a Climate Emergency response and ensure that the College adopts a sustainable energy/recycling approach in its activities.
- To evaluate and review potential partnerships between Newbury College, local businesses and other educational establishments in line with its Strategic Plan.
- The Committee shall liaise with other Committees where necessary.

8. Reporting Responsibilities

The Clerk to the Committee shall circulate the minutes of each meeting, after approval by the Chair, to the Committee members.

Such minutes shall be included as part of the agenda papers for the following Finance and Resources meeting. An update on committee activities will be provided by the Chair at the following Corporation Meeting.

9. Review

The membership and terms of reference of the Committee shall be reviewed by the Committee every two years.

Amendments to membership and terms of reference shall be made by the Corporation on the recommendation of the Committee.