

TERMS OF REFERENCE PAT STRATEGY AND DEVELOPMENT COMMITTEE

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*Together, creating opportunity
and aspiration for every child*



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Purpose of the Strategy and Development Committee

The Priestley Academy Trust Board has established the Strategy and Development Committee.

The purpose of the Committee is to:

- Ensure the executive leadership team create a robust articulation of the purpose, vision and strategy for the Trust
- Ensure the strategic priorities are clearly defined and delivered in line with the strategic plan, in line with regulatory requirements and communicated effectively

Roles and responsibilities of the Strategy and Development Committee

The responsibilities delegated to the Committee by the Trust Board include:

Strategic planning

Oversee the creation and implementation of the Trust's purpose, vision, values and strategic plan. The strategic plan is to include:

- Sustainability strategy
- People and culture strategy, including equality and diversity strategy
- Marketing and communications strategy
- Approve Trust strategies

The strategic plan is developed drawing on a wide range of metrics and consultation with staff, children and the community in order to define the priorities for the Trust. The committee oversees that the plan is in line with the purpose and vision of the Trust.

Growth and development

- Evaluate opportunities for growth, mergers or new academies joining the Trust
- Consider location strategy that aligns with growth plans
- Assess risks and benefits associated with expansion and development plans
- Oversee due diligence process for potential new academies

Performance monitoring

- Monitor progress against strategic objectives and key performance indicators (KPIs)

Risk and compliance

- In partnership with the Finance, Audit and Risk (FAR) Committee and the School Improvement (SI) Committee, identify strategic risks and ensure appropriate mitigation strategies are in place

Reporting

- The Committee shall report to the Trust Board on strategic progress, risks and recommendations

The Committee, in transacting its business will review on a regular basis, its own performance, constitution and terms of reference to ensure it is operating at maximum effectiveness and report any risks highlighted to the Trust Board.

Membership of the Strategy and Deveopment Committee

- The Committee will be appointed by the Trust Board and will comprise of five and no fewer than three members
- The majority of members of the Committee will be Trustees; at least one of whom shall have recent and relevant experience
- The Committee will appoint one of the members of the Committee as its Chair. The Chair of the Trust Board will not act as Chair of the Committee

Organisation

- Chair appointed annually
- Terms of Reference, constitution and membership – reviewed annually
- Quorum: three Trustees
- Decision will be by simple majority of Trustees in attendance and the Chair will have the casting vote on an equality of votes
- **Executive Officers in attendance have no voting rights and will be invited to Committee meetings as required**
- To meet at least three times a year and additionally as and when required as determined by the Committee

Attendance

The Committee may ask the Chief Executive Officer, Chief Finance Officer and any other senior executive to attend meetings of the Committee either regularly or by invitation.

Governance Professional

The Governance Professional will minute the proceedings and resolutions of the Committee and ascertain, at the beginning of each meeting, the existence of any conflicts of interest and minute them accordingly.