



## **Bruce Trail Conservancy Committee Mandate**

### **Steering and Strategic Planning Committee**

The Steering and Strategic Planning Committee is responsible for overseeing the governance of the BTC, for development and renewal of the strategic plan, and for implementation of a quality improvement system.

#### **Mandate:**

- To develop the strategic plan, in consultation with the BTC Board, Committees and Staff and to renew it on a regular basis
- To maintain strategic plan preparation and implementation as a primary focus of the BTC Board
- To implement processes for the Board to assess whether it is achieving its primary responsibility for overall BTC policy development, cultivating senior government relations and lobbying, setting annual budgets and financial plans, training, risk management, establishing long term strategic directions, adopting a sustainable governance model and fundraising
- To review the appropriateness of the governance model of the BTC at least every 5 years and make recommendations for change
- To review Board Director selection procedures
- To establish on-going Board educational programs
- To develop general terms of reference for the Board, Committees, and Workgroups in the BTC Director's Handbook and to review the specific terms of reference as proposed by Committees
- To establish a quality management system for issues and concerns
- To plan and operate a Fall retreat (suggested every second year)
- To develop and review policies and processes to make Board, its Committees and programs, more effective
- To promote good communication between the Clubs and the Board.
- To review and make recommendations for revision of the BTC Directors' Handbook

#### **For volunteers on this committee, it is helpful to have:**

- Expertise in the area of governance and strategic planning