
Terms of Reference: Principal's Group (PG)

Date of Approval:	November 2013
Last Reviewed:	March 2017
Date for Review:	March 2018
Version:	V3.0
Chair:	Principal and Chief Executive
Secretary:	Executive Assistant

Terms of Reference

1. To advise the Principal and Chief Executive on the key strategic issues facing the University College of Osteopathy (UCO).
2. To act collectively in ensuring the effective leadership of the UCO.
3. To oversee the strategic planning process and agree the Strategic Plan to be recommended to the Board of Directors.
4. To recommend to the Board of Directors annual specific strategic priorities within the context of the Strategic Plan.
5. To approve the principles and methods and practice for allocating resources.
6. To receive quarterly reports on the financial activities of the UCO.
7. To review periodically the Strategic Risk Register to ensure that key risks are appropriately managed

Frequency of Meetings

The PG meets weekly.

Composition and conditions of membership

- Principal and Chief Executive Chair
- Vice Principal (Research)
- Vice Principal (Education)
- Finance Director

Members serve as a condition of their role and are expected to act as a cross- functional team and to conform to the values set out in the UCO's Strategic Plan.

Quorum

The PG is quorate when the Chair (or alternate Chair, as agreed by the Chair) and at least two other members are present.

Reporting and subcommittees

Reports to: Principal and Chief Executive

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Amendment Record

Date of Amendment	Type & Summary of Amendment	Amendment Approved By
March 2017	Administrative – To reflect current staff roles.	PRAG Chair
Aug 2017	Administrative - Amendments to update institution name change from British School of Osteopathy to University College of Osteopathy.	PRAG Chair

AGREED