

STRATEGIC PLANNING COMMITTEE
Sub-Committee of the Executive Committee
Terms of Reference

Purpose

Strategic Planning is a shared responsibility of the ANPLC Board of Directors, leadership and staff. The ANPLC Board of Directors is responsible for determining the Vision, Mission, Values and Strategic Priorities and Strategies of the clinic. Clinic Staff determine an operational plan within the strategic framework. The Strategic Planning Committee will ensure the development and maintenance of a strategic plan. The Strategic Planning Committee is a sub-committee of the Executive Committee; however, has its own terms of reference.

Membership

The Strategic Planning Committee shall be comprised of;


- At least two Board Directors, one of which shall belong to the Executive Committee
- Nurse Practitioner Lead, ex-officio
- Administrative Lead, ex-officio

Roles/Responsibilities

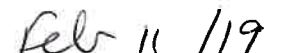
1. Conduct an annual review of the strategic plan and present findings and recommendations to the Board of Directors
2. Ensure formal strategic planning session every three years to develop new Strategic Plan. A recommended Plan will be presented to the Board of Directors for approval.
3. Conduct annual standing committee evaluation and present recommendations for any changes to the board at the May meeting
4. Minutes of all meetings are documented and presented to the board at the next general meeting.

Meeting Frequency

- The Strategic Planning Sub-Committee will meet each October and as needed to review the strategic plan and bring recommendations for updates to the Board for approval
- A formal strategic planning session is carried out every 3 years to review and update mission, vision, core values, strategic priorities and strategies. The committee will work with the Administrative Lead to organize, plan, and coordinate this session and follow-up sessions.



Wendy Payne, Board Chair



Date of Chair Signature