

PROPERTY DEVELOPMENT AND PLANNING COMMITTEE

Terms of Reference

Authority

1. The *Property Development and Planning Committee* (the “Committee”) is a standing committee created by and responsible to the Board of Governors (the “Board”) of Laurentian University (the “University”).

Mandate of the Committee

2. The Committee shall monitor, evaluate and advise and make recommendations for the consideration of the Board with respect to the land and immovable property (“property”) of the University including principles, planning and policies, in accordance with the University’s mission and strategic plan, the *Decision-Making Requirements Associated with Current and Future Capital Projects*, and the principles and recommendations contained in the *Laurentian University 30 Year Campus Plan Guidelines 1993 - 2023*, as amended from time to time. In addition, the Committee shall consider any other property matter delegated to the Committee by the Board. Without limiting the generality of the foregoing, the Committee is mandated to review and make recommendations with respect to:
 - a. Campus planning and development, including: the use, acquisition or disposal of property, and the siting of new buildings and roads;
 - b. Proposals relating to the use and development of property, construction and renovation contracts (including amendments);
 - c. Proposals for the acquisition, disposition, encumbrance or lease of property;
 - d. Master plans or guidelines or amendments thereto;
 - e. Policies that govern the acquisition, disposal or lease of property;
 - f. The acceptance of donations of property to the University;
 - g. Standards and processes for the administration of property submissions and proposals;
 - h. The real estate portfolio of the University, giving advice and making recommendations with regard to long term planning and necessary actions;
 - i. The appointment of architects, engineer and other consultants.
3. Once construction and maintenance projects have been approved by the Board, the Committee may exercise authority delegated to it by a resolution of the Board with regard to appointment of architects and consultants, approval of designs and award of contracts.
4. Close communication is required between the *Property Development and Planning Committee* and the *Finance Committee* with regard to financing of proposed projects. This Committee may meet jointly with the *Finance Committee* or request information or reports from the Chair of the *Finance Committee*, as required.

Composition of Voting Members

4 Board Members

Chair of the Board (ex officio)

Vice-Chair of the Board (ex officio)

President and Vice-Chancellor (ex officio)

2 additional external members with expertise in construction, property development or property administration, appointed by the Board.

Composition of Non-Voting Members

Director of Physical Plant and Planning (ex officio)

University Secretary and General Counsel (ex officio)

Vice-President, Administration (ex officio)

Terms of Reference revised by the Board of Governors on June 24, 2011.

Resolution creating the Committee and approving the Terms of Reference passed by the Board on October 16, 2009. This Resolution abolishes the standing Committees formerly known as the *Property Development Committee* and the *Building and Planning Committee*.