

 <b>BRANDON UNIVERSITY</b>	<b>Downtown Development Advisory Group Policy</b>	<b>First Approved:</b> <i>June 24, 2017</i>
		<b>Updated:</b> <i>March 1, 2019</i>
<b>Board of Governors Policy</b>	<b>Approved by</b> <i>Board of Governors</i> <b>Administered by</b> <i>President &amp; Vice-Chancellor</i>	<b>Reviewed:</b> <i>March 1, 2019</i>

## SCOPE AND PURPOSE

### Purpose of the Downtown Development

The purpose is to create a development in downtown Brandon composed of residential, commercial and academic facilities to bring people into the downtown to live, work and enjoy leisure time, with the goal of stimulating other business and residential interests in the area, to improve the commercial, personal, aesthetic and security features of the downtown and of the City as a whole, and to increase the capacity, sustainability, connectivity and outreach of Brandon University.

### Planned Development

The development is expected to be constructed predominately by private funding and non-University operations privately operated under an ownership and operating agreement with Brandon University.

### Roles and Membership

The role of the Downtown Development Advisory Group is to consider proposals, options and decisions that must be made in relation to the Downtown Development and recommend action on those proposals and decisions to the Board of Governors. Secondly, the Advisory Group will monitor the progress of the Downtown Development, and its ultimate operation, to ensure it is meeting objectives and recommend, to the Board of Governors, any required actions related to those objectives.

1. The membership of the Downtown Development Advisory Group shall consist of:
  - a. The Chair, appointed by and from the Board of Governors, who shall normally be the Chair of the Board of Governors;
  - b. The Secretary of the Board of Governors;
  - c. The President and Vice-Chancellor;
  - d. One faculty senator elected by and from the Board of Governors;
  - e. One student representative elected by and from the Board of Governors;
  - f. Two OIC members-at-large elected by and from the Board of Governors;

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- g. Two community business leaders recommended by Management and elected by the Board of Governors;
- h. One employee or Councillor appointed by and from the City of Brandon;
- i. One employee or Board member appointed by and from the Brandon Downtown Development Corporation;
- j. One Indigenous member appointed by and from the Brandon Urban Aboriginal Peoples' Council;
- k. One member appointed by and from the Chamber of Commerce.

The Board may expand or contract the Downtown Development Advisory Group from time to time, in its sole discretion, as it deems necessary.

- 2. Each member of the Downtown Development Advisory Group shall be entitled to one vote. The Chair shall be a voting member of the Committee.
- 3. The Vice-President (Academic and Provost) and Vice-President (Administration and Finance) will serve as non-voting resources to the Downtown Development Advisory Group.
- 4. Members of the Downtown Development Advisory Group elected by the Board of Governors shall serve at the pleasure of the Board of Governors.
- 5. Members of the Downtown Development Advisory Group shall be subject to the Board of Governors' Conflict of Interest By-law. Members will disclose all matters that have the potential of real or perceived Conflict of Interest or Conflict of Commitment for evaluation to the Chair of the Downtown Development Advisory Group. Members will complete a disclosure form which shall detail the nature of the conflict and the arrangements proposed by the member to mitigate the conflict. The Chair of the Downtown Development Advisory Group may consult with the Executive Committee of the Board of Governors in making a determination.
- 6. The Downtown Development Advisory Group has specific responsibility for:
  - a. Considering and making recommendations to the Board on any contractual or other agreements and engagements of contractors and partners.
  - b. Recommending the purpose and goals of the project to the Board to ensure the project works to the betterment of the University, the City and the Community as a whole and ensuring progress toward those goals.
  - c. Recommending the capital financing structure and the final financing plan for the project.
  - d. Recommending the financial and logistical operations and structure of the Downtown Development and its components to the Board.

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- e. Recommending measures to the Board to ensure that risks are appropriately considered and managed so as to minimize the possibility of adverse outcomes that impact the operations of the University.
  - f. Recommend to the Board any plans to phase the construction of the project.
  - g. Monitor the operation of the Downtown Development, its components and relationships with the City, community and neighbourhood to ensure the purposes and goals of the project are being realized.
7. The Committee may engage with external resources, with the prior approval of the Board of Governors, to assist with carrying out their responsibilities.
8. The Downtown Development Advisory Group shall cease to exist three years after the project is completely constructed and operational, the date of which shall be determined by the Board of Governors, or at the discretion of the Board of Governors.
9. The Downtown Development Advisory Group will be responsible to the Board of Governors.