

AHUA Development Group

Terms of Reference

1. Background

The AHUA provides development opportunities for members and aspiring members. A coaching programme and action learning sets are offered to all new members, with learning sets also available to existing members. The AHUA has devised and manages two development programmes for aspiring Registrars / COOs (the 'Flying Higher' programme) and for Directors of professional service functions (the 'Impact and Influence' programme).

2. Purpose

The purpose of the AHUA Development Group is to:

- oversee current development provided by the AHUA:
 - the coaching and learning set offers;
 - the two development programmes, 'Flying Higher' and 'Impact and Influence';
- in collaboration with the development adviser, to assess future development needs of both members and other relevant constituencies;
- advise the AHUA Executive on the development and implementation of new development activities;
- support the team involved in the design and provision of development activity within the AHUA.

3. Authority

The Group has the authority to:

- provide advice and make recommendations about future development offers;
- commission new work in relation to those offers up to a value of £XX, after which approval will be sought from the AHUA Executive.

4. Membership

Membership of the group comprises:

- Chair, who is an AHUA member and member of the AHUA Executive;
- up to four other AHUA members;
- development adviser and two associates who work with the AHUA to deliver development offers;
- the AHUA Executive Secretary.

5. Meeting arrangements

Meetings will be held twice a year in January / February and June / July. Ad hoc meetings may also be arranged from time to time.

6. Reporting

Meetings will be minuted and the minutes presented at the next appropriate AHUA Executive meeting.