

Regional Planning Committee

Terms of Reference

The Regional Planning Committee is the standing committee of the Metro Vancouver Board that provides advice and recommendations on plans, policies, programs, budgets and issues related to Metro Vancouver's Regional Planning service.

Committee Responsibilities

Within the scope of the *Board Strategic Plan*, *Metro 2040: Shaping Our Future*, and *Metro Vancouver Financial Plan*, the Committee provides guidance and oversight to staff on the implementation of the annual work plans and business plans that govern the Regional Planning service. Specific Committee responsibilities include:

- **Regional Growth Strategy** – guiding the implementation of *Metro 2040: Shaping Our Future*, providing an annual report on progress made in achieving the goals of *Metro 2040*, and guiding the process of reviewing and updating *Metro 2040*. Reviewing regional context statements submitted to the Board by member municipalities, sewerage extension application alignment with *Metro 2040* and reviewing all requested amendments to *Metro 2040*.
- **Agriculture** – guiding policy analysis undertaken to develop strategies and actions aimed at protecting and enhancing agricultural lands throughout the region. Overseeing the implementation and updating of the *Regional Food System Strategy*, and considering input provided by the Board's Agricultural Advisory Committee (which reports to the Regional Planning Committee).
- **Shaping Growth** – guiding the implementation of the region's growth management framework for the region based on containing growth within an Urban Containment Boundary and focusing growth into a network of Urban Centres and along transit corridors, with an aim to supporting the development of complete communities, the protection of important agricultural, industrial and conservation lands and the efficient provision of utilities and transit.
- **Complete Communities** – initiating and facilitating coordination and dialogue between Metro Vancouver and agencies within the region that develop land use, housing and transportation plans and policies, and that make investments in the broader transportation network. Land use, housing and transportation plans, policies, investments and actions made or taken by other agencies must be carefully coordinated with the regional growth strategy in order to meet the objectives laid out in *Metro 2040*.

Committee Membership and Meetings

The Chair, Vice Chair and members are appointed annually by the Chair of the Metro Vancouver Board. The Committee meets monthly, except for August and December, and holds special meetings as required. A quorum of 50% plus one of the Committee membership is required to conduct Committee business.

Committee Management

The Committee Chair, or in the absence of the Chair the Vice-Chair, is the chief spokesperson on matters of public interest within the Committee's purview. For high profile issues the role of spokesperson rests with the Metro Vancouver Board Chair or Vice Chair. On technical matters or in cases where an initiative is still at the staff proposal level, the Chief Administrative Officer or a senior staff member is the appropriate chief spokesperson. Where necessary and practical, the Board Chair, Committee Chair and Chief Administrative Officer confer to determine the most appropriate representative to speak.

The Chief Administrative Officer assigns a Committee Manager for the Committee. The Committee Manager is responsible for coordinating agendas and serves as the principal point of contact for Committee members.