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Item No. 10.3.1
Halifax Regional Council
April 5, 2011

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY: Original Signed

 Councillor Lorelei Nicoll, Chair, Community Planning and Economic Development

DATE: March 29, 2011

SUBJECT: **Community Planning and Economic Development Standing
Committee Terms of Reference**

ORIGIN

March 22, 2011 special meeting of the Community Planning and Economic Development Standing Committee.

RECOMMENDATION

It is recommended that Halifax Regional Council approve the Terms of Reference for the Community Planning and Economic Development Standing Committee as outlined in Attachment 'A'.

BACKGROUND

On November 30, 2010 Halifax Regional Council approved the formation of six Standing Committees of Council. The draft Terms of Reference for the Community Planning and Economic Development Standing Committee was presented to the Committee at their first meeting, held January 17, 2011.

DISCUSSION

The Community Planning and Economic Development Standing Committee adopted the Terms of Reference at a special meeting held March 22, 2011.

BUDGET IMPLICATIONS

There are no budget implications.

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

COMMUNITY ENGAGEMENT

Not applicable with this report.

ALTERNATIVES

No alternatives were provided.

ATTACHMENTS

Attachment "A": Terms of Reference for the Standing Committee on Community Planning and Economic Development

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/agenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Sheilagh Edmonds, Legislative Assistant

Community Planning & Economic Development Standing Committee Terms of Reference

1. Objective:

The principle role of the standing Committee on Community Planning & Economic Development is to recommend to Council directions to support Community & Economic life “making HRM the most livable community in which to live, work and play”

Specific areas of oversight include but are not exclusive to:

- HRM’s Regional Plan and community planning programs
- HRM’s Economic Strategy and Economic Prosperity Outcomes including the implantation of “Capital Ideas” and the Immigration Action Plan
- Community building initiatives in the areas of arts, culture & recreation and related facilities strategies
- Agencies that support the objective of the Standing Committee mandate including but are not exclusive to Trade Centre, Greater Halifax Partnership, Destination Halifax, Arts Boards, HRM’s Business districts and others as identified by the Committee and/or directed by Regional Council.

2. Composition:

Up to eight (8) members of Regional Council – one (1) appointed from each Community Council and two (2) at-large appointments

Term: two years

Chair & Vice-Chair: Elected by the members annually in November

Community Council Appointments	Members at-large	Ex officio
Marine Drive, Valley & Canal Community Council Member Harbour East Community Council Member Chebucto Community Council Member North West Community Council Member Western Region Community Council Member Peninsula Community Council Member	At Large Member At Large Member	Mayor

3. Duties and Responsibilities

3.1 Oversight of HRM's Regional Plan and Regional Planning Initiatives

3.1.1 Oversight of HRM's Regional Plan and Regional Planning Initiatives

3.1.2 Review and recommend to Regional Council the scope of the five-year Regional Plan reviews including roles of sub committees

3.1.3 Co-ordination with the other Standing Committees on major Regional Plan initiatives

3.1.4 Involvement in developing HRM's approach to public participation programs for various planning processes such as regional and municipal planning strategy amendments.

3.1.5 Oversight of priority setting relative to the Community Visioning Program, Functional Plan Implementation and major planning projects

3.2 Oversight of HRM's Economic Plan, Economic Prosperity Indicators and Immigration Action Plan

3.2.1 Involvement in policy development and oversight of policies appropriate to promote Community and Economic development throughout HRM

3.2.2 Oversight of the progress of HRM's Economic Strategy and Outcome areas and related initiatives

3.2.3 Oversight of the progress of HRM's Immigration Action Plan and related initiatives

3.3 Oversight of HRM's Community building initiatives in the areas of arts, culture & recreation and related facilities strategies

3.3.1 To promote and enable an inclusive range of arts, culture and recreational opportunities in HRM

3.3.2 To promote and enable access to arts, cultural and recreational facilities that support HRM's Community Outcome areas

3.3.3 Oversight of progress on HRM Community building/enhancing strategies and any related initiatives.

3.4 Active interest in the Agencies & Initiatives that support Community & Economic development throughout HRM

3.4.1 Promote and encourage the development of programs, policies in initiatives in HRM that support Community and Economic development throughout the Region.

3.4.2 Engage, at a governance level, the agencies, boards and committees funded by HRM and under the mandate of the Standing Committee to ensure they meet community needs & expectations including but not exclusive to: The Greater Halifax Partnership, Destination Halifax, Trade Centre Limited, Community Boards & Arts Boards and the broader Arts Community, HRM Business Districts and organizations, and others as identified by the Committee and/or directed by Regional Council.

3.4.2 Recommend to Regional Council HRM's appointments and vet service agreements of the agencies, boards and commissions under the mandate of the Standing Committee.

3.4.3. Other related activities in the area Economic and Community Development in HRM as identified by the Standing Committee and approved by Regional Council

3.5 Other matters as may be determined by Regional Council

4. Administration & Procedures

4.1 The Community Planning & Economic Development Standing Committee shall meet no less than four (4) times annually, preferably monthly, or as determined by the Committee

4.2 Administrative and the meeting procedures shall be in accordance with Administrative Order 1 of the Municipality.

5. Staff Liaison

Management support and liaison shall be through the office of the Director of Community Development and the Managing Director External & Corporate Affairs. Additional staff report, as required, will be assigned based on specific issues

6. Advisory Committees

Regional Plan Advisory	Advisory on Policy	Recommend approach and/or members to Regional Council
Urban Design Task Force	(on hiatus)	TBD
Heritage Advisory	<i>Policy advise only-</i> on Heritage Planning Matters the Committee reports directly to Regional Council under the Heritage Act.	Recommend members to Council
Youth Advisory	<i>Liaison only</i>	Liaison only