



metrovancouver

Housing Committee

Terms of Reference

The Housing Committee is the standing committee of the Metro Vancouver (MV) Board which provides advice and recommendations to the MV Board on regional housing related programs and how these considerations can contribute to the livability and sustainability of the region as part of the Sustainable Region Initiative.

Metro Vancouver establishes regional housing goals, objectives and strategies recognizing that responsibility for the actions that give effect to these goals, objectives and strategies predominantly rest with others.

The Housing Committee's responsibilities include providing advice to the MV and MVHC Boards on the overall objectives and mandate for the MVHC.

The Housing Committee is the forum to which staff report on regional housing related programs and policies. The Committee's responsibilities are:

- To review and monitor the annual work program for programs assigned to the committee and make recommendations to the MV or MVHC Board, as necessary, on any changes to program scope and priorities;
- To consider staff reports and make recommendations to the MV or MVHC Board on the appropriate actions;
- To hear and consider public delegations on matters within the scope of the committee's purview and, where appropriate, make recommendations to the MV or MVHC Board arising out of such delegations;
- To pursue matters referred to the committee by the MV Board and report back to that Board expeditiously, as required.

In carrying out these responsibilities, the Committee may provide advice, guidance or direction to staff as to the scope and priority of work to be carried out, including new tasks to be undertaken. However, where such direction represents a sufficiently significant change in the previously approved work program of the committee or runs contrary to previously approved policies of the MV Board, the Committee shall refer the matter to the MV Board, with appropriate recommendations, for guidance from that Board.

The Housing Committee Chair, or in the absence of the Committee Chair, the Committee Vice-Chair will usually be the chief spokesperson on matters of public interest within the Committee's purview. On technical matters or where the status is still at the staff proposal level, the Manager of Policy and Planning or the Manager of Housing Corporation may be the appropriate chief spokespersons.

The CAO will assign a departmental manager to be 'duty manager' to the Committee. The duty manager will be responsible for coordinating agendas and be the principal point of contact for committee members.

Committee Meetings

The Housing Committee meets monthly in conjunction with meetings of the MVHC, except for August and December and has special meetings as required. A quorum of 50% plus one of the Committee membership is required to conduct Committee business.

Relationship with Other Board Committees

Matters of overall budget and financing of the programs are the purview of the Finance Committee and/or the MVHC. Expenditures within the approved budget remain the purview of the Housing Committee or the MVHC, as appropriate, but items which entail significant changes to the approved MVHC budget should be referred to the Finance Committee for their recommendation to the MV Board as well as the recommendation of the Housing Committee.

Matters considered by the Housing Committee may have implications for issues considered by other committees, in particular the Regional Planning Committee and the Environment and Energy Committee. Similarly matters considered by other committees may have relevance for the Housing Committee.

The duty manager will attempt to keep the committee apprised of significant reports with inter-committee implications.

Committee Membership

The Chair, Vice Chair, and members of the Housing Committee are appointed annually by the Chair of the MV Board of Directors.