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**To:** "Direct to Mayor and Council - DL"

**CC:** "City Manager's Correspondence Group - DL"

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**Date:** 11/8/2018 5:39:38 PM

**Subject:** Memo - Update on False Creek Flats Community Panel Process

**Attachments:** CEC - Memo to Mayor and Council - Update on False Creek Flats Community ....pdf  
Flats Arterial Community Panel, Terms of Reference.pdf

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Greetings Mayor and Council,

On Friday, November 9, the recruitment process for the False Creek Flats Community Panel will officially open. We will be supporting the Jefferson Center in their efforts to recruit applications from residents of the False Creek Flats and Strathcona neighbourhood, local area businesses, and a small number of city-wide residents. In total, the panel will be comprised of 42 members randomly selected to represent the neighbourhood.

Attached you will find two documents for your reference –

1. Update on the False Creek Flats Community Panel Process
2. Terms of Reference

Should you have any questions, please contact Gail Pickard at [gail.pickard@vancouver.ca](mailto:gail.pickard@vancouver.ca) or 604.873.7397.

Best,  
Sadhu

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## MEMORANDUM

November 8, 2018

TO: Mayor and Council

CC: Sadhu Johnston, City Manager  
Paul Mochrie, Deputy City Manager  
Lynda Graves, Administration Services Manager, City Manager's Office  
Katrina Leckovic, City Clerk  
Neil Monckton, Chief of Staff, Mayor's Office  
Alvin Singh, Communications Director, Mayor's Office  
Anita Zaenker, Chief of Staff, Mayor's Office  
Jerry Dobrovolny, General Manager of Engineering Services  
Lon LaClaire, Director of Transportation  
Malcolm Bromley, General Manager of Parks and Recreation  
Lisa Prescott, Acting General Manager of Real Estate and Facilities

FROM: Gail Pickard  
Acting Director, Civic Engagement and Communications

SUBJECT: An update on the False Creek Flats Community Panel Process

Dear Mayor and Council,

This is an update on an ongoing community process to identify an alignment for an arterial street through the False Creek Flats. Currently, Prior Street is the arterial through the flats, and is used as a connector between East Vancouver and Northeast False Creek. Other lower volume arterials in the City similar to Prior are streets such as Victoria and Dunbar.

### **Project History: Background and Challenge**

Following Council direction in October 2015 (RTS 11057), staff have been engaging residents and businesses on options for an arterial alignment through the False Creek Flats that would allow for grade-separation over the Burrard Inlet Rail Line and that would allow Prior Street to be downgraded to a local-serving street.

The necessity for an arterial with an overpass is driven by the long-term need to build an overpass or underpass to separate the rail corridor from the street. In 2008, in anticipation of increased rail traffic returning to the Burrard Inlet Rail Line, the City created the False Creek Flats Rail Corridor Strategy. The plan identifies areas for grade-separating the rail corridor with overpasses on arterial streets – Powell Street which was completed in 2014 and Prior-Venables Street. Separation will help to reduce the impact of arterial traffic on rail movement, as well as enhance safety and alleviate congestion. A recent example of the rail corridor strategy implementation is the Powell Street Overpass, completed in 2014.

The consultation and engagement of the arterial options was initially included as part of the False Creek Flats Area Plan.

During that Flats planning process, the City explored three alternative options: National, Malkin, and William. However, William Street was dismissed in an early phase of alignment exploration due to its impact on Strathcona Park.

Through extensive dialogue, no option for a new alignment emerged as the clear preference. The Malkin and National options each include a range of impacts on business, public spaces, parks and community gardens, neighbourhoods and existing civic facilities.

In 2016, we undertook a public opinion survey which identified a near 1/3 – 1/3 – 1/3 split between the three options: Malkin Ave, 34%; National Ave, 28%; previously considered options (William, Prior, and Malkin North), 33%; and Neutral, 5%.

When the Flats Area Plan went to council for approval on May 17, 2017 (RTS: 11741), the City acknowledged that additional community consultation was required to ensure that the selected alignment would balance the various trade-offs with the aspirations of the community.

#### **New Approach: A Community Panel**

In November, 2017, after additional conversations with stakeholders in the Flats area, a cross-departmental team comprised of members from Engineering, Planning, Parks, Real Estate and Facilities, and Civic Engagement and Communications, decided to undertake a Community Panel process, internationally known as a model of engagement at the highest level of the IAP2 (International Association of Public Participation) spectrum of public participation.

#### *What is a Community Panel?:*

A Community Panel is a democratic engagement tool that deploys a jury-style model to educate a demographically balanced, randomly-selected group of residents and businesses to work toward a recommendation. This approach is similar to the Grandview-Woodland Citizens' Assembly process, but with a highly focused mandate and condensed timeline. By way of example, the Jefferson Center recently worked with the National Health Service in the United Kingdom to assist in deliberation on a highly contested location for a new hospital.

Sometimes called Citizens' Juries or Citizens' Assemblies, the format was created by the founder of the Jefferson Center in 1971 and has grown in popularity around the world as a deep and meaningful engagement tool.

#### *Why a Community Panel for the Flats?*

The decision to be made is a challenging process that requires a balance of multiple and competing community and stakeholder interests.

Meaningful transportation planning involves residents and business owners, in particular those whose businesses, lives and communities are most affected by decisions related to large complex projects. This approach is critical when dealing with decisions that involve competing

underlying values and trade-offs that cannot be resolved through economics or engineering alone.

Well-designed civic deliberations can lead to better outcomes by opening up channels of local knowledge, experience, and dissent to guide decision makers. In this case, the complexity of the challenge begs an approach where residents and businesses can wrestle directly with the issues in order to give clear direction to Council. The City requires direction on the best alignment to balance technical and funding demands with the community's needs and aspirations, keeping in mind the potential costs, impacts and benefits to local businesses, residents and Vancouver at large.

#### *Who is convening the Panel?*

In May 2018, the City hired Jefferson Center — a non-profit organization committed to advancing democratic, citizen-driven solutions to community and public issues — to convene a Community Panel on the route for the arterial. The Jefferson Center was selected as part of a rigorous process as per the City's procurement policies. Learn more about Jefferson Center: <https://jefferson-center.org>

#### **Composition of the Flats Arterial Community Panel**

Recruitment for the panelists will begin on November 9, 2018. All Vancouver residents are welcome to apply, with a focus on residents in the False Creek Flats and Strathcona area.

The Panel will be comprised of 42 people, selected by randomized draw from the pool of applicants to ensure that a broad, representative cross-section of local residents, city-wide residents and local businesses are selected to participate. The Panel composition has an emphasis on participation from residents living in the study area and businesses sited along the arterial options and in light industrial areas of the Flats. A handful of city-wide residents will also serve as members. **(Terms of Reference Appended)**

The City will be supporting the Jefferson Center in recruitment to ensure we can reach demographic composition targets as outlined in the Terms of Reference.

Panel meetings will be held from January to April 2019 and lead to Panel report in May 2019.

#### **What the Panel will do**

Panel members will undertake approximately eight days of deep learning and discussion, and will recommend a route for the arterial road that will have an overpass or underpass to cross the rail line, with rationale and suggestions for mitigating any remaining concerns. The Panel will endeavor to reach consensus, but divergent views will also be included in the Community Panel's Final Report.

Over the course of its seven meetings and one day tour, the Community Panel will learn, deliberate and recommend an alignment for a grade-separated arterial. To do this, Panel members will hear from City staff, stakeholders, outside experts and the broader community.

The Panel is tasked with working within key parameters, which require that the new arterial:

- Be grade-separated from the rail line, e.g. an overpass or underpass

- Connect with Main & Prior Streets to the west and Clark Drive to the east between Prior Street and Terminal Avenue
- Be a reliable and efficient arterial street between downtown and East Vancouver, and will support all transportation modes, such as walking, cycling, transit, automobiles, and trucks
- Be consistent with City of Vancouver and Park Board policies
- Not put an undue fiscal burden on the City of Vancouver or other levels of government and funding partners

Learning topics will include:

- The history of False Creek Flats, including the current False Creek Flats Plan.
- The broader context of transportation in Vancouver, including relevant City policies, transportation objectives and principles, and key transportation planning concepts.
- Key park planning concepts.
- Key local economy concepts.
- Key issues of concern from local residents, businesses, non-profits, artists and others impacted by the decision.
- Technical aspects of each proposed arterial option, including emerging options.
- Key civic service and resilience concepts pertinent to the services provided by the civic facilities in the Flats.

The Flats Arterial Community Panel will endeavour to represent local neighbourhoods, impacted businesses, and city-wide residents to recommend a preferred arterial alignment that best meets the needs of the community and businesses as a whole. They will develop a set of criteria to guide the evaluation and selection of a preferred grade-separated arterial alignment and recommend a route for the arterial, with rationale for the recommendation and suggestions for mitigating any concerns with the selected route.

### **How Residents and Stakeholders Can Be Involved**

Residents and businesses are all invited to volunteer for the Community Panel, and will be actively encouraged to do so during the recruitment period. People who submit an application but who are not selected to be on the panel are invited to attend public events.

- **Community Panel:**  
Residents and businesses interested in participating in the Panel are invited to submit an application to volunteer, and will be actively encouraged to do so during the recruitment period. Applicants must be able to attend full-day sessions on January 19, 20, 26; February 9, 23; March 9, 10; and April 6. Applications are due December 10, 2018.

Online: [www.fcfcommunitypanel.com/apply](http://www.fcfcommunitypanel.com/apply)

Phone: 778-381-9121

Email: [hello@fcfcommunitypanel.com](mailto:hello@fcfcommunitypanel.com)

- **Public Engagement Events:**  
Community members and general public will be invited to attend events that provide the opportunity to learn more about the project, provide input on options being considered,

and speak with Community Panel members. Event dates will be released in early 2019. They can also participate in the following ways:

- Attend public meetings hosted by the Community Panel to learn about the Panel's work and share their perspectives
  - Observe the Panel's meetings and follow their work online
  - Send a submission to the Panel for their consideration
- **Area Stakeholders:**  
Stakeholders who will be significantly impacted by any of the proposed alignments are also an important part of the panel process. Although some stakeholders may wish to apply to the panel as individual members, the main role for stakeholders is through participation in the learning program. Stakeholders may:
    - Present to the Panel
    - Offer learning materials for the Panel members to review
    - Offer site tours to Panel members
    - Send submissions to the Panel for their consideration
    - Attend public meetings hosted by the Community Panel

### **What is Anticipated**

The recommendation to be made is not an easy one – this is one reason we've selected this model in order to best hear from a variety of stakeholders and have productive, effective conversations.

Throughout the process, it is typical for community groups to start petitions, to run parallel processes, and to advocate for their interests. The Jefferson Center has experienced this in the past and has designed the program in such a way that the final recommendations will consider ideas shared with them during the Panel's work, through presentations, written submissions and input during public workshops.

Should Council hear concerns from residents throughout the process, please encourage residents and stakeholders to apply to the Panel, or to reach out to the Jefferson Center to identify the best possible ways to be involved through the options above.

### **The Role of the Community Panel: Decision Making Framework**

Involving citizens does not remove decisions from the hands of identified subject matter experts and elected representatives. Instead, it provides the public and decision makers with improved technical and planning information and a deeper understanding of the issues, ongoing concerns and priorities surrounding major projects.

The Panel's report and rationale will be received by Vancouver City Council and Vancouver Park Board in spring 2019.

City and Park Board Staff will be looking at the Panel's efforts as a significant input to an overall strategy, and may request further engagement, learning and technical analysis before taking all input to Council in a draft plan for the east/ west arterial later in 2019.

Should the preferred alignment chosen by the Panel have an impact on the boundaries of Strathcona and/or Trillium Park, Park Board staff would undertake a separate public consultation process, prior to bringing the information to Park Board Commissioners for a decision on whether that option could proceed.

Should the preferred alignment chosen have an impact on the function and location of the National Works Yard, the Fire Training Centre and the Heavy Urban Search and Rescue (HUSAR) facility, City staff will need to undertake a separate master planning process, including public engagement, in order to identify whether there is a viable alternative. This work would need to include a review of service delivery models, particularly for the Fire Department, and impacts on the capital plan.

Additionally, the Panel's recommendations may need input in spring 2019 from Council Advisory Committees yet to be appointed.

For more information, please contact: Gail Pickard, Acting Director of Civic Engagement and Communications or Amanda Gibbs, Manager of Civic Engagement.

Gail Pickard: [Gail.Pickard@vancouver.ca](mailto:Gail.Pickard@vancouver.ca)

Amanda Gibbs: [Amanda.Gibbs@vancouver.ca](mailto:Amanda.Gibbs@vancouver.ca)

A handwritten signature in cursive script, appearing to read 'Gail Pickard', written in dark ink.

Gail Pickard,  
Acting Director, Civic Engagement and Communications

604.873.7397 | [Gail.Pickard@vancouver.ca](mailto:Gail.Pickard@vancouver.ca)

### The Flats Arterial Community Panel Terms of Reference

#### 1. City of Vancouver Objectives

The City of Vancouver is sponsoring an in-depth and deliberative public engagement process to help identify a grade-separated east/west arterial route through False Creek Flats. In establishing a Community Panel, the City has a core objective:

- To support a process that provides a representative group of residents and local business<sup>1</sup> participants with the mandate of recommending a preferred arterial option that weighs shared and contrasting values, technical information, and opportunities and challenges, with the concerns, goals, and needs of all<sup>2</sup> involved and affected by the alignment.

#### 2. Guiding Principles for Community Panel's Work

These Guiding Principles are derived from best-practice research and previous City of Vancouver consultations.

- *Openness and Transparency* – The Community Panel will regularly share its learning and deliberations with the public.
- *Accountability and Legitimacy* – The Community Panel will work within a defined mandate on behalf of Vancouver residents, businesses, organizations and others impacted by the arterial. The Panel will deliver its final report directly to Vancouver City Council and Vancouver Park Board.
- *Effective Representation* – The Community Panel members will be responsible for representing the needs and interests of all residents of the city of Vancouver, as well as impacted businesses. Panel members will be selected to broadly represent the demographics of the local neighbourhoods, impacted businesses, and the city at large.
- *Accessibility and Inclusion* – The Community Panel design team will endeavour to provide reasonable supports to address barriers that may prevent a Panel member from participating successfully, including making translation into Mandarin and/or Cantonese available.
- *Independence* – The Community Panel will have full independence to determine how to best fulfill its mandate.
- *Well-informed* – The Community Panel will deliver sound recommendations in its final report. The Panel's recommendations will be informed by a range of perspectives and sources of expertise.
- *Balance* – The Community Panel will consider a diversity of voices and perspectives in its deliberations.
- *Collaborative decision-making* – Community Panel members will work towards consensus when drafting their recommendations, while also respecting and documenting differing perspectives among its members.
- *Respect* – Community Panel members will strive to be conscientious and fair-minded in their deliberations and in their consultations with the local and city-wide community.

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<sup>1</sup> For the purposes of this Terms of Reference, "local business participants" includes any licensed business located in the study area. See Section 7 for more details.

<sup>2</sup> Community Panel members will actively consider (through presentation, written materials, tours, and public workshops) the needs and perspectives of those involved and affected by the proposed routes.



### 3. Mandate of the Community Panel

The Flats Arterial Community Panel will endeavour to represent local neighbourhoods, impacted businesses, and city-wide residents to recommend a preferred arterial alignment that best meets the needs of the neighbourhood, city and region as a whole. The Panel's recommendations and rationale will be received by Vancouver City Council and Vancouver Park Board and will significantly inform the selection of the arterial route.

Specifically, the Community Panel will:

- Develop a set of criteria to guide the evaluation and selection of a preferred grade-separated east/west arterial road alignment.
- Recommend a route for the arterial road, with rationale for the recommendation and suggestions for mitigating any remaining concerns.

It is expected that these items will, to the greatest extent possible, represent the consensus view of the members of the Community Panel. Divergent views of Panel members will also be included in the Community Panel's Final Report.

#### 3.1 Learning Program

To assist the members of the Community Panel with their task, an extensive learning program will provide them with the opportunity to examine:

- An overview of previous public input and City-developed planning materials.
- The history of False Creek Flats, including the current False Creek Flats Plan.
- The broader context of transportation in Vancouver, including relevant City policies, transportation objectives and transportation principles, regional goods movement patterns, and key transportation planning concepts.
- Key park objectives, principles, and planning concepts.
- Key local economy concepts.
- Key issues of concern from local residents, businesses, nonprofits, artists and others impacted by the decision.
- The role of the flats as a central location for multiple civic services.
- Technical aspects and estimated cost of each proposed arterial option.

#### 3.2 Community Involvement

During its learning and deliberations, the Panel will also inform and consult at regular intervals with the community-at-large through:

- Public roundtable meetings, which will provide Panel members and members of resident, business and organizational communities an opportunity for face-to-face discussion.
- Regular open sessions of the Community Panel to observe Panel proceedings.
- Web and e-newsletter updates from the Community Panel.
- Inviting online submissions to the Panel through its website.

#### 4. Constraints on the Community Panel

The Panel will enjoy wide latitude in its ability to make recommendations concerning the preferred arterial route through False Creek Flats. However, for recommendations to be incorporated into the future arterial design, the Panel must identify an arterial route that is:

- A. Grade-separated from the rail line corridor, e.g. an overpass or underpass.
- B. Connected with Main & Prior Streets to the west and Clark Drive to the east between Prior Street and Terminal Avenue.
- C. Reliable and efficient, with connections to the broader transportation network between downtown and east Vancouver.
- D. Supportive of all transportation modes, including walking, cycling, transit, automobiles, and trucks.
- E. Consistent with City of Vancouver and Vancouver Park Board policies (see Appendix A).
- F. Consistent with the False Creek Flats Plan and its guiding principles.
- G. Not likely to put an undue fiscal burden on the City of Vancouver or other levels of government and funding partners<sup>3</sup>.

Vancouver City Council and Vancouver Park Board will have the final authority to accept, modify or reject specific recommendations from the Panel at its discretion, or refer aspects to appropriate City and Park staff.

#### 5. Schedule of the Community Panel

The Community Panel will convene in an estimated eight full-day sessions beginning in January 2019. Additional meetings of the Panel may be scheduled at the discretion of the Chair. The Community Panel will also host an estimated two public roundtable meetings which will be open to the public.

#### 6. Reporting & Communications of the Community Panel

The Community Panel will communicate regularly about its work to the public, City Council, Park Board, and to the City of Vancouver's interdepartmental staff working group. The interdepartmental staff working group is composed of Transportation, Planning, Communications, Real Estate and Facilities Management, Park Board, and other departments as necessary. The Community Panel will conclude its work with the submission of a final report to Vancouver City Council and Vancouver Park Board.

The final report will include:

- Letter from the Chair outlining her or his satisfaction with the process.
- Summary of the proceedings of the Community Panel.
- Set of criteria to help select a preferred route for the arterial road.
- Recommendation and rationale for the preferred alignment of the arterial road.
- Additional commentary concerning the recommendations from members of the Panel.
- Brief biographies of members of the Community Panel.

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<sup>3</sup> Defining what constitutes an 'undue fiscal burden' will be a component of the Community Panel's work to explore and balance the needs of various interests.

The Community Panel will present this report to Vancouver City Council and Vancouver Park Board, which may, at their discretion, refer the report to the City's Engineering and Planning Departments and/or other City departments, and/or Park Board staff for comment, response and incorporation, where appropriate, into draft plans for the east/west arterial road.

### **7. Composition of the Community Panel**

#### **7.1 Recruitment Process**

Members of the Community Panel will be randomly selected to ensure that a broad, representative cross-section of local residents, city-wide residents, and local businesses are selected to participate. People from each group are invited to apply to participate in the Panel by completing an application before the specified date; application and dates will be available at [fcfcommunitypanel.com](http://fcfcommunitypanel.com).

Prior to the Panel's commencement, the Flats Arterial Community Panel consultant will conduct a randomized draw from the pool of applicants to reflect the target demographics, described below.

#### **7.2 Number of Members and Qualifications**

The Community Panel will consist of 42 members.

##### **7.2.1 Local Residents**

To be eligible to serve as a local resident participant on the Community Panel, an applicant must:

- Reside within the False Creek Flats arterial road study area, as defined by the study area map. (See map in section 7.3); and
- Be at least 16 years of age as of November 7, 2018.

##### **7.2.2 City-wide Residents**

To be eligible to serve as a city-wide resident participant on the Community Panel, an applicant must:

- Reside within the city of Vancouver but outside of the study area; and
- Be at least 16 years of age as of November 7, 2018.

##### **7.2.3 Business Participants**

To be eligible to serve as a business participant on the Community Panel, an applicant must:

- Operate a licensed business within the study area; or,
- Own a commercial or industrial property within the study area; or,
- Be currently employed by a licensed business within the study area, working 20 hours or more per week.

##### **7.2.4 Additional Qualifications for All Candidates**

- Prospective candidates may only submit their name once. Duplicate applications will be removed from the pool.
- All residents and eligible business participants may apply to serve on the Community Panel. However, only one person per residential address (unit in building) or business will be eligible to become a member of the Panel.

# The Flats Arterial

## COMMUNITY PANEL

- Employees of the City of Vancouver or Vancouver Park Board, as well as elected municipal or Park Board officials, are ineligible to serve on the Community Panel.
- Please see Section 8.1 for a full description of Panelist roles and responsibilities.
- All applicants must be willing to contribute to the Panel's work in a spirit of collaboration, representing the best interests of all residents and businesses in Vancouver, not as an advocate for their own individual positions or business or organizational interests.

### 7.3 Study Area Boundaries

For the purposes of this Terms of Reference, the Flats Arterial Community Panel study area is defined as: North - the Port boundary; South - Great Northern Way and North Grandview Highway; West - Quebec Street and Columbia Street; East - Commercial Drive.





### 7.4 Community Panel Composition

The Panel will be constructed to ensure fair representation of local and city-wide residents as well as local business interests. As described below, the ratio of local to city-wide residents emphasizes the more immediate impacts local residents will likely face as a result of the arterial decision, while recognizing the role this arterial will play for Vancouver's transportation network as a whole. Similarly, the inclusion of a greater number of businesses along the proposed routes and in I-2 and MC-1 zoning districts relative to other businesses in the study area emphasizes the potential disproportionate impact borne by some businesses, while ensuring diverse perspectives pertinent to the local transportation network and the False Creek Flats as a whole are included in the deliberation.

Among the 42 members, the spaces will be reserved as follows:

- 21 local residents selected in accordance with the following demographic composition targets, in proportion to Census data for the study area:
  - A demographically proportionate number of individuals who identify as men, women, and trans\*/non-binary (drawing from both Census and other available data); and,
  - A demographically proportionate number of members from five age cohorts: 16-29 years, 30-44 years, 45-64 years, 65+ years; and,
  - A demographically proportionate number of "visible minority" individuals, as defined by the Census; and,
  - At least 2 members who self-identify as Indigenous, in proportion to Census data for the study area; and
  - Geographic mix within the study area, with an emphasis on Strathcona residents.
- 15 local businesses selected to reflect a:
  - Mix of location, with an approximate 2:1 ratio of businesses in areas zoned I-2, MC-1, or along a proposed arterial route, to those located in other zoning districts and/or in other parts of the study area; and,
  - Mix of business size according to number of employees;
  - Mix of business types; and,
  - As possible, composed of a mix of genders and ages.
- 6 city-wide residents
  - Each from a different neighbourhood, composed of a mix of genders and ages.

If any category is not filled through the lottery process, these spaces will be reassigned to the other categories or left unfilled at the discretion of the Panel Chair to ensure balance and inclusion of diverse perspectives without overrepresenting any single perspective.

### 7.5 Community Panel Support

To assist Panel members to participate, the City of Vancouver will reimburse reasonable transportation, childcare, honoraria for low-income individuals, and other costs directly related to participation, as needed. Assistance will also be provided to those members with differing physical or learning abilities. The working language of the Panel is English. Translation services for Mandarin and Cantonese speaking members will be made available.

## 8. Roles and Responsibilities

### 8.1 Roles and Responsibilities of Community Panel Members

Members of the Panel are expected to fulfil their duties and agree to:

- Attend each of the eight weekend sessions of the Community Panel as well as a minimum of one of the two public roundtable meetings.
- Work to understand and represent the varied perspectives of local residents, city-wide residents, businesses and organizations, as well as others who are impacted by the choice of route.
- Treat each other with respect and take an active role in the work of the Panel.
- Work collaboratively to achieve a strong consensus concerning the Panel's recommendations.
- As appropriate, produce "minority reports" outlining perspectives that diverge from majority assessments and recommendations.

If a member of the Panel must withdraw owing to illness or unexpected events, his or her position may be filled from the pool of applicants at the discretion of the Chair. If a panelist misses a significant amount of meeting hours, the Chair may decide at her or his discretion to withdraw that person from the Panel.

### 8.2 Roles and Responsibilities of the Chair

The Chair of the Community Panel will be appointed by the City to design and host the proceedings of the Community Panel. The Chair will not be a City employee and is expected to remain neutral with regards to the recommendations or direction of the Panel. This is a paid position and the Chair does not have voting privileges in Panel proceedings.

The Chair, with the support of the Community Panel consultant team, is charged to:

- Oversee a fair and representative member selection process.
- Develop a balanced learning program that provides opportunities for Panelists to hear local and city-wide perspectives from residents, businesses, affected organizations, and stakeholders.
- Support respectful dialogue and deliberation amongst members.
- Ensure that regular updates concerning the Panel's proceedings are made publicly available.
- Produce and deliver a Final Report concerning the Panel's activities and recommendations to City Council in early 2019.
- Exercise discretion in ensuring the integrity and sound conduct of the Panel.

The Chair will be supported by the Community Panel consultant staff, who is comprised of experts in public deliberation, communication and facilitation.

### 8.3 Roles and Responsibilities of Residents, Businesses, Organizations, and the Broader Public

All residents of the city of Vancouver, as well as affected businesses and organizations, have a role to play in assisting and ensuring the success of the Community Panel. Residents, businesses, and other organizations are encouraged to:

- Attend public roundtable meetings hosted by members of the Community Panel to discuss its progress and solicit community perspectives.
- Attend open sessions of the Panel to observe its proceedings.
- Submit ideas to the Panel website.
- Review regular public updates produced by the Panel team.

### 8.4 Roles and Responsibilities of the City of Vancouver

The role of City of Vancouver staff is to support the Community Panel. The City will endeavour to:

- Provide transportation and planning expertise and access to existing technical documents, and to provide additional information, as required and available.
- Provide consultation summaries on previous City-led engagement activities on the arterial alignment.
- Provide technical expertise on potential impacts to City facilities and amenities by the proposed arterial alignments.
- Incorporate wherever possible, at the direction of Council, the recommendations made by the Community Panel in the draft arterial road alignment plan.

The City of Vancouver will respect and support the independence and integrity of the Community Panel.

### 8.5 Roles and Responsibilities of the Vancouver Park Board

The role of Park Board staff is to support the Community Panel. The Park Board will endeavour to:

- Provide technical expertise on how parks and Park and Recreation services may potentially be affected by the various options.
- If the preferred option has impacts on a park, Park Board staff will conduct further study and community engagement to assess the impacts of the proposed option on the park, as well as potential mitigation strategies, and present this report to the Park Board Commissioners.

The Park Board will respect and support the independence and integrity of the Community Panel.

## Appendix A - Relevant City of Vancouver & Vancouver Park Board Policies

The following policies are highly relevant to the Community Panel's work and will be inform the Panel's deliberation. This list is not exclusive.

2019-2022 Capital Plan (2018)

<https://vancouver.ca/your-government/capital-plan-2019-2022.aspx>

Biodiversity Strategy (2016)

<https://vancouver.ca/files/cov/biodiversity-strategy.pdf>

City of Vancouver Corporate Plan (2018)

<https://vancouver.ca/files/cov/corporate-plan.pdf>

Congestion Management Strategy (2018)

<https://vancouver.ca/files/cov/congestion-management-strategy.pdf>

Downtown Eastside Plan (2014)

<https://vancouver.ca/files/cov/downtown-eastside-plan.pdf>

False Creek Flats Plan (2017)

<https://vancouver.ca/files/cov/false-creek-flats-plan-2017-05-17.pdf>

False Creek Flats Rail Corridor Strategy (2012)

<https://vancouver.ca/docs/eastern-core/rail-corridor-strategy.pdf>

Greenest City Action Plan (2015)

<https://vancouver.ca/files/cov/greenest-city-2020-action-plan-2015-2020.pdf>

Healthy City Strategy (2015)

<https://vancouver.ca/files/cov/Healthy-City-Strategy-Phase-2-Action-Plan-2015-2018.pdf>

Local Food Action Plan (2013)

<https://vancouver.ca/files/cov/Local-food-action-plan.pdf>

Moving Toward Zero: Safety Action Plan (2016)

<https://vancouver.ca/files/cov/moving-towards-zero-council-presentation-dec-2016.pdf>

Rewilding Vancouver: Environmental Education & Stewardship Plan (2014)

<https://vancouver.ca/files/cov/enviromental-education-stewardship-action-plan.pdf>

Transportation 2040 (2012)

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