

Parks & Recreation Transition Working Group

Terms of Reference

Context

As directed by the Council motion of [December 14, 2023 \(pp 18-21\)](#), a Parks and Recreation Transition Working Group (“Working Group”) (Type D advisory body) is to be convened to facilitate the smooth transition of responsibility for parks and recreation services from the current oversight by an elected Park Board to oversight by Council.

Purpose

The Working Group will provide recommendations and feedback to Council on efficient, effective, and meaningful pathways for community engagement with and input to Council in its proposed governance role for parks and recreation services. Matters related to legal commitments, operations, services, strategy, policy issues other than governance and engagement, and labour relations are out of scope.

Key Activities

1. Continue engagement with local First Nations regarding Council’s proposed governance of parks.
2. Gather and review feedback from stakeholders regarding considerations and options for stakeholder engagement related to Council’s proposed governance of parks and recreation services.
3. Review current Park Board governance and Board-community relations practices and governance models from other municipalities with respect to community engagement.
4. Develop options and advice for meaningful, effective, and efficient processes for public input to Council regarding governance of parks and recreations services.
5. Facilitate smooth transition to new governance processes.

Guiding Principles

- Working Group members will ensure a space of mutual respect and provide opportunities to learn from the expertise and perspective of all members.
- Minutes and presentation materials will be posted publicly as appropriate.

Timeline, Membership and Supports

Timeline: Commencing late January 2024, and to continue for a term of six months.

Membership: All members of the Working Group will be appointed by Council, and should include:

- The Mayor
- Two (2) members of Council
- Mayor’s Chief of Staff
- One (1) Park Board Commissioner
- Up to six (6) members of the public

Resources and Supports: The following staff will support the Working Group

- Executive Leads: City Manager Paul Mochrie, Deputy City Manager Sandra Singh
General Manager, Park Board Steve Jackson
- Administrative staff to support activities such as scheduling, documentation, and expense reimbursement as per standard practice for Council Advisory Committees.
- Subject matter experts to provide information to the Working Group on governance implementation considerations such as background on Park Board governance practices, practices in other municipalities, the Vancouver Charter, City Council operations, community access to City Council, and Council communications processes.