

Affordable Housing and Child Care

Task Force Terms of Reference

Task Force Name	Affordable Housing and Child Care Task Force
Mandate	The mandate of the Affordable Housing and Child Care Task Force is to facilitate the development of affordable housing and child care. This will include examining current and projected needs for both, identifying opportunities, including with non-profit partners and the senior levels of government, leveraging the development approvals process, and reviewing and updating related plans and policies. The Task Force will provide recommendations to Council for actions that may be taken by the City or in collaboration with others.
Members	<p>Membership will include:</p> <ul style="list-style-type: none"> • Mayor and two Councillors • Chief Administrative Officer • Director of Development Services • Senior Manager of Development Services • Manager of Major Projects • Supervisor of Community Planning <p>Depending on the agenda items, the following or other related entities may be invited:</p> <ul style="list-style-type: none"> • BC Housing • Canadian Mortgage and Housing Corporation • Metro Vancouver Housing Corporation • Ministry of Child and Family Development • YMCA Child Care Resource and Referral <p>In the event a member is unable to attend, they may send an alternate.</p>
Chair	Mayor
Meeting Frequency	Five (5) meetings per year, starting in 2020
Reporting	<p>Reports:</p> <ul style="list-style-type: none"> • Semi-annually to Council

	<ul style="list-style-type: none"> • Minimum 24 month work plan to be included in the first semi-annual report • Subsequent report based on adopted work plan, or need for specific action as required. <p>Receives reports from:</p> <ul style="list-style-type: none"> • Staff • Affordable Housing and Child Care Advisory Committee
Governance	Community Charter Section 143
Rules of Procedure	<p>Committee procedures are governed by:</p> <ol style="list-style-type: none"> 1. New Westminster Council Procedure By-law No. 6910, 2004.* 2. "Rules of Conduct: Standing Committees and Advisory Bodies" provided to members and available on the City's website.* <p>* This refers to the most recent version</p>