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ADMINISTRATIVE REPORT

Report Date: February 8, 2012
Contact: Marg Coulson
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RTS No.: 9491
VanRIMS No.: 08-2000-20
Meeting Date: February 28, 2012

TO: Vancouver City Council
FROM: City Clerk
SUBJECT: Vancouver City Planning Commission - 2012 Operating Grant

RECOMMENDATION

THAT Council approve \$ 58,100 as the 2012 operating grant to the Vancouver City Planning Commission; source of funds to be the 2012 "Other Grants" budget.

REPORT SUMMARY

This report seeks Council's approval for the 2012 operating grant to the Vancouver City Planning Commission (VCPC).

COUNCIL AUTHORITY/PREVIOUS DECISIONS

The Vancouver Charter, s. 206(1), requires that Council may by resolution passed by not less than two-thirds of all its members make grants to specified categories of organizations.

Approval of grants requires eight affirmative votes.

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

The City Manager will be reviewing with senior staff the work plan for the Vancouver City Planning Commission over the coming weeks and supports the grant request.

REPORT**Background/Context**

Under section 574 of the Vancouver Charter, Council may by by-law create a Commission to advise Council on planning matters and set out within that by-law the powers and duties of the Commission and the personnel to comprise the Commission. The Vancouver City Planning Commission By-law No. 5064 establishes and sets out the mandate of the Vancouver City Planning Commission (VCPC).

The duties of the VCPC are to assist Council in an advisory capacity by considering and submitting reports to Council on matters relating to the planning and development of the City and in particular:

- to represent ideas and opinions about the future of the city, as citizens of the City of Vancouver;
- to consider and report to Council on any proposal likely to have a significant effect on the future of the City; and
- to submit annually a suggested budget to Council.

Strategic Analysis

To support the mandate of the VCPC, the Commission receives an operating grant from the City of Vancouver. The Commission intends to apply the grant to cover the following estimated expenses:

Support staff salary	\$36,000
Commissioners and meeting expenses	4,550
Website maintenance	2,000
Office/miscellaneous supplies	2,500
Communications and Outreach	13,050
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Total	\$58,100

Implications/Related Issues/Risk (if applicable)**Financial**

Pending finalization of the 2012 Operating Budget, staff are requesting that the annual grant of \$58,100 to the Vancouver City Planning Commission be approved. Source of funds is the 2012 "Other Grants" budget. Adjustments to the balance of grant allocations may be made pending approval of the 2012 Operating Budget.

CONCLUSION

This report seeks Council's authorization to allocate a grant amount of \$58,100 to the Vancouver City Planning Commission to support their mandate in an advisory capacity to Council on matters relating to the planning and development of the City.

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