



## ADMINISTRATIVE REPORT

Report Date: January 28, 2014  
Contact: Wendy Stewart  
Contact No.: 604.873.7998  
RTS No.: 10457  
VanRIMS No.: 08-2000-20  
Meeting Date: February 18, 2014

TO: Vancouver City Council  
FROM: Deputy City Clerk  
SUBJECT: Vancouver City Planning Commission 2014 Operating Grant

### ***RECOMMENDATION***

THAT Council approve \$58,100 as the 2014 operating grant to the Vancouver City Planning Commission; source of funds to be the 2014 Grants budget.

### ***REPORT SUMMARY***

This report seeks Council's approval for the 2014 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 submits the foregoing for RECOMMENDATION.

### ***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	\$37,800
Meeting expenses	\$6,700
Website maintenance	\$2,000
Office/miscellaneous supplies	\$2,000
Communications and publications	\$9,600
<b>Total</b>	<b><u>\$58,100</u></b>

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

#### *Financial*

Staff request the annual grant of \$58,100 to the Vancouver City Planning Commission be approved with the source of funds from the 2014 Grants budget. This estimate was included in the 2014 Grants Budget which was approved by Council in December 2013 (RTS #10267).

The grant request for 2014 represents no increase over the grant requests made each year between 2011 through 2013.

### *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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