



Date: July 16, 2012

TO: Board Members – Vancouver Park Board
FROM: General Manager – Parks and Recreation
SUBJECT: Food Assets Task Force – Terms of Reference

RECOMMENDATIONS

- A. THAT the Board approve the Terms of Reference for the Local Food Assets Task Force.*
- B. THAT the Board appoint Commissioners Aaron Jasper and Niki Sharma as co-chairs of the Local Food Assets Task Force.*

POLICY

The Board recommended the creation of a Local Food Assets Task Force at its meeting on May 28, 2012.

The Board endorsed Phase 1 of its new Strategic Plan on May 18, 2012, including the strategic objective to being “a Leader in Greening”, and more specifically “to support community based food production by contributing to the development of neighbourhood and city-wide food infrastructure programs and assets”.

Vancouver City Council approved the Greenest City 2020 Action Plan (GCAP) on July 12, 2011. GCAP includes a target to increase local food assets by 50%, by 2020.

TERMS OF REFERENCE

Overview

The Local Food Assets Task Force was established by the Vancouver Park Board on May 28 2012.

Mandate

The Local Food Assets Task Force is advisory to the Park Board Committee. It will make policy recommendations and identify opportunities to increase and integrate food assets into the Park Board’s parks and recreation system.

Terms of Reference

The Task Force:

- Stays connected and integrates with existing food policy and strategy in the city, including the Park Board Strategic Plan, Vancouver Food Charter, the Vancouver Food Strategy, the Greenest City 2020 Action Plan, and others;
- Understands the existing contributions that the Park Board makes to providing food assets in the city;
- Identifies opportunities to expand the creation, provision, operation, and facilitation of additional food assets in the parks and recreation system;
- Focuses on action and implementation, building on existing vision and strategy;
- Is conscious of current budget and staffing constraints, and finds highly creative and innovative ways to address these;
- Is committed to working collaboratively and respectfully with other task force members, and with other stakeholders in the city;
- Completes a final report, consisting of recommended and prioritized actions for the Park Board to consider;
- Includes a maximum of 10 members whom are appointed by the Park Board Committee.

Membership

The Task Force will be composed of two Park Board Commissioners, Park Board Staff, City staff, representation from the Food Policy Council, representation from Neighbourhood Food Networks (NFN's) and other community groups as required. One Chair and one Vice-Chair will be appointed. Members will be appointed for a 1 year term to complete their work. Because this is a working committee, all members will be voting members, however the group will strive to work through dialogue and consensus.

The Task Force may appoint a reasonable number of working groups to assist with its work. Membership may include persons willing to serve who are not members of the task force. Potential working groups might include:

- Land: urban farming, community gardening, shared production, market gardens, orchards, composting, edible landscaping
- Facilities: procurement, community kitchens, farmers markets, pocket markets, greenhouses, bake ovens
- Capacity building and programs: food access programs, neighbourhood food networks, space provision, funding, Sustenance Festival

Invited Committee members

Term July 2012 - June 2013:

- Commissioner Co-Chair (Aaron Jasper)
- Commissioner Co-Chair (Niki Sharma)
- Food Policy Council (1 member)
- Neighbourhood Food Network (1 member)
- Community Centre Association (1 member)
- Vancouver School Board (1 member)
- Community organization (2 members)
- Park Board staff (1 member)
- City of Vancouver staff (1 member)

Meeting Frequency

The Task Force will meet approximately 4 times over the course of the year. Meetings will take place in the board room at 2099 Beach Avenue, at a time that is convenient for all members. Working group meetings will occur as needed, and it is hoped that each Task Force member will also join at least one working group.

Time Commitment

Task force meetings last approximately two hours. A minimum of approximately 4 additional hours a month is spent on e-mail and other correspondence, working group meetings, research and networking. Preparation time for all meetings is required.

Prepared by:

Parks
Vancouver Board of Parks and Recreation
/LC