

Facilities Plan Ad Hoc Committee Terms of Reference

Purpose:

The purpose of the committee is to monitor, update and develop recommendations for the District's Long Term Facilities Plan.

Deliverables:

The Facilities Plan Committee will :

1. Monitor, update and develop recommendations for the Long Term Facilities Plan; and
2. Update the plan, and any recommendations, bi-annually

Membership:

The committee will be comprised of the following 18 members:

- One Trustee appointed by the Board Chair;
- The Superintendent or delegate, the Secretary Treasurer, Associate Secretary-Treasurer, and the Director of Facilities;
- One appointed member from each of the District's employee groups: GVTA, ASA, CUPE 382 and 947, VPVPA;
- Three parent representatives; one delegate from each of Elementary, Middle and Secondary schools, and representing three different municipalities. Selection of parents first by VCPAC; then by District if VCPAC members not forwarded;
- Three Greater Victoria students;
- One Representative from the Esquimalt Nation
- One Representative from the Songhees Nation

Timeline:

The Facilities Plan Committee will report at the Operations Policy and Planning Committee up to two times per year.

The Facilities Plan Committee may also present to the Education Policy and Directions Committee as necessary.

Voting:

Recommendations to be made by consensus. If consensus cannot be reached, multiple options will be reported to the Operations Policy & Planning Committee.

Procedural notes:

- Meeting dates, locations, agendas and minutes to be available to the members.
- Meeting reports to be available on the District website.

Date Adopted: June 20, 2016

Revised: October 23, 2017

Revised: December 16, 2019