

Appendix B: Regional Foodlands Access Service: Project Phases

The diagram sets out the project phases to establishing a regional foodlands access service. The documentation section summarizes the information needed to support decision-making and the decision point section identifies when direction is needed from the Board to proceed with work.

Project Phase	1: Determine whether the region needs a foodlands access service.			2: Determine what the regional foodlands access service should look like.			3: Initiate delivery of a regional foodlands access service.	
Board Direction	Approved corporate plan priority	Considered options analysis	GO/NO GO DECISION	GO/NO GO DECISION Operational Requirements	GO/NO GO DECISION Funding Strategy	GO/NO GO DECISION Service Participants	DECISION Approve service est. bylaw	Execute service establishment
Decision Outcome	Board approved Community Need 11(b): undertake options analysis to increase access to affordable farm land.	Board directed staff to identify land availability, canvas municipal interest and prepare a business case.	Board to decide if region needs a foodlands access service, based on costs and impacts. Business case completes Community Need 11(b).	Agree to parcels. Determine non-profit operator (NPO) availability. Develop governance, legal tool, staffing. Negotiate land agreements.	Undertake detailed costing. Determine funding sources. Confirm requisition impacts.	Canvas municipalities and electoral areas to confirm service participants. Engage WSANEC leadership council.	Approve the establishment bylaw per <i>Local Government Act (LGA)</i> requirements.	Recruit NPO. Establish legal mechanism. Finalize land agreements. Execute staffing.
Timing	2019	2019	We are here	Q3 2023	Q3 2023	Q2 2024	Q1 2025	2024-2025
Related Documents	Action 9 - Regional Food and Agriculture Strategy: initiate a process to establish a regional foodlands trust.	Foodlands Trust Feasibility Study: options review of land access tools confirmed land trust as best option.	Foodlands Trust Business Case ~\$300K / parcel initial capital ~\$170K to \$190K operating 7-9 participants, costs pending 3 parcels (5 – 17.2 acres)	FINAL OUTPUT: Municipal and electoral area approval to proceed and, subject to Board direction, draft service establishment bylaw. NOTE: Stages of work are iterative and tasks can be run simultaneously. Each have decision-points, and none commit the Capital Regional District (CRD) to a service until the Board directs a draft service establishment bylaw.			Bylaw readings, municipal, EA and provincial approval.	Community Need / Initiative Business Case would document all resources and set service levels corporately.