

Terms of Reference

The logo for the Capital Regional District (CRD) is located in the top right corner of the header. It consists of the letters 'CRD' in a stylized, bold, sans-serif font, positioned above a dark, wavy horizontal line that spans the width of the header.

HOSPITALS AND HOUSING COMMITTEE

PREAMBLE

The Capital Regional District (CRD) Hospitals and Housing Committee is a Standing Committee established by the CRD Board and will oversee and make recommendations to the Board on matters relating to hospitals and housing.

The Committee's official name is to be:

Hospitals and Housing Committee

1.0 PURPOSE

The mandate of the Committee includes providing advice or making recommendations, or both, to the Board regarding the following region-wide functions:

- a) Regional housing matters;
- b) Alternative models for managing and financing capital and development projects related to hospitals, health care facilities and housing, including exploring affordable home ownership models, the formation of strategic partnerships and the creation of alternative corporate entities;
- c) Options for the procurement of hospitals, health care facilities and housing capital and non-capital expenditures;
- d) Financial matters, including alternative sources of capital, relating to hospitals, health care facilities and housing;
- e) Real estate matters relating to hospitals and housing.

The following committees will report through the Hospitals and Housing Committee:

- a) Housing Action Team; and
- b) Any other advisory body established by the Committee.

2.0 ESTABLISHMENT AND AUTHORITY

- a) The Committee will make recommendations to the CRD Board and the Capital Regional Hospital District Board, as applicable, for consideration; and
- b) The CRD Board Chair will appoint the Committee Chair, Vice Chair and committee members on an annual basis.

3.0 COMPOSITION

- a) The Chair of the Capital Regional Housing Corporation, if a CRD Director, should be a member of the Committee.
- b) All Board members are permitted to participate in standing committee meetings, but not vote, where an item of local significance is on the agenda (Board resolution Nov. 12, 2014).

4.0 PROCEDURES

- a) The Committee shall meet on a bi-monthly basis and have special meetings at the call of the Chair;
- b) The agenda will be finalized in consultation between staff and the Committee Chair and any committee member may make a request to the Chair to place a matter on the agenda;
- c) With the approval of the Committee Chair and the CRD Board Chair (or Capital Regional Hospital District Board Chair, as applicable), committee matters of an urgent or time sensitive nature may be forwarded directly to the Board for consideration;
- d) A quorum is a majority of the committee membership and is required to conduct committee business;
- e) The Committee may invite members from any Standing Committee to participate in its meetings in accordance with the CRD Procedures Bylaw.

5.0 RESOURCES AND SUPPORT

- a) The General Manager of Planning and Protective Services and the Chief Financial Officer will act as liaisons to the Committee;
- b) Minutes and agendas are prepared and distributed by the Legislative and Information Services Department.

Approved by the Hospitals and Housing Committee on _____, 2018
Approved by CRD Board on _____, 2018