

1. Purpose:

The Social Planning Committee will advise on a variety of social issues including but not limited to: leasing space at Burnaby's Community Resource Centres, the needs of seniors, youth, families, ethnic groups, LGBTQ2S+, persons with disability and socio-economic equity issues. The Social Planning Committee will also be responsible for making recommendations regarding inclusivity initiatives as they relate to the aforementioned groups. Foundational documents including the Social Sustainability Strategy (SSS), the Official Community Plan (OCP), and the Corporate Strategic Plan (CSP) inform and provide context for the priorities and actions of the Committee.

Authority:

- [Community Charter, Part 5, Division 4, S.142 \(Select Committees of Council\)](#)

Background:

- In 1989 November, Council endorsed a recommendation to establish the *Community Issues and Social Planning Committee*.
- In 1994 June, the Committee's mandate was amended to include a provision for making space allocation recommendations at City Community Resource facilities.
- In 2003 January, the Committee's name was changed from the *Community Issues and Social Planning Committee* to the *Social Issues Committee*.
- In 2015 January, the Committee's name was changed from the *Social Issues Committee* to the *Social Planning Committee*.
- In 2017, the Social Planning Committee merged with the Environment Committee to form the *Environment and Social Planning Committee*.
- In 2019 October, the *Environment and Social Planning Committee* was dissolved and separated into the Social Planning Committee and the Environment Committee.

2. Functions:

- 2.1. To make recommendations for space allocations at City Community Resource facilities.
- 2.2. To make recommendations to Council on issues that disproportionately affect the following groups: seniors, youth, families, ethnic groups, LGBTQ2S+, and persons with disabilities.
- 2.3. To make recommendations to Council on inclusivity policies and initiatives.
- 2.4. To provide recommendations to Council in relation to the City's strategic policy goals, objectives, and priority, to ensure that they continue to meet the changing social needs of the community.
- 2.5. To assist in fostering greater educational opportunities to increase public, corporate and government awareness within the City, and the region as a whole, in relation to the social goals, objectives and priorities outlined within Burnaby's Official Community Plan (OCP), and the Burnaby Social Sustainability Strategy (SSS).
- 2.6. To form or participate in such sub-committees or ad-hoc committees as it deems reasonable in carrying out its duties.

3. Membership:

- 3.1. As per s. 142 of the *Community Charter*,
 - “(1) A council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the council.*
 - (2) At least one member of a select committee must be a council member.*
 - (3) Subject to subsection (2), persons who are not council members may be appointed to a select committee.”*
- 3.2. Membership consists of up to four (4) representatives from Council, one (1) from Burnaby School Board, up to three (3) resident representatives, and up to three (3) non-voting advisory groups, as recommended by staff.
- 3.3. Membership term is three (3) years with the opportunity for one (1) renewal.
- 3.4. A member who is absent from three (3) consecutive meetings of the Committee without leave of the Committee or without reason satisfactory to the Committee shall forthwith cease to be a member.
- 3.5. Staff support is provided by the Planning and Development Department; Parks, Recreation and Cultural Services Department; and the Legislative Services Department.

4. Meetings:

- 4.1. Committee meetings will be held in accordance with criteria outlined in Part 14 of the Burnaby Procedure Bylaw 2024 (Bylaw No. 14610).
- 4.2. Meeting procedures are regulated according to Burnaby Procedure Bylaw 2024 (Bylaw No. 14610).

5. Reference Information:

- [Burnaby Procedure Bylaw 2024 \(Bylaw No. 14610\)](#)
- [Child Care Resources Group Update for 2021](#)
- [Official Community Plan \(Revised 2014\)](#)
- [Social Sustainability Strategy \(2011\)](#)
- [Update on the Activities of the Burnaby – New Westminster Taskforce on Sexually Exploited and At-Risk Youth \(2020\)](#)