



Policy:	2.3.2
Approved By:	Trust Council
Approval Date:	June 11, 1994
Amendment Date(s):	March 6, 1998; June 16, 2000; June 13, 2003; March 10, 2015
Policy Holder:	Director of Local Planning Services

LOCAL PLANNING COMMITTEE TERMS OF REFERENCE

Purpose

To outline the Local Planning Committees' specific areas of focus in providing policy and planning advice to Trust Council as one of Council's three (3) standing committees (See Policy 2.3.1).

A. Definitions

n/a

B. Policy

The Local Planning Committee provides advice to the Islands Trust Council and management by undertaking the following responsibilities:

1. Development Management – overseeing the procedures for processing of land use bylaws, permits etc., in an efficient and effective manner.
2. Local Trust Committee Functions – responding to local trust committee planning needs applicable throughout the Trust Area.
3. Local Planning Services – advising on the provision and allocation of resources to deliver local planning services to island communities.
4. Public Awareness/Education – promoting opportunities for the enhanced public awareness of land use planning and the Islands Trust's local planning services.
5. Emerging Issues – Identifying and reporting to Council on emerging issues related to the committee's areas of responsibility for Trust Council direction.
6. Policy Guidance – Developing guidelines, policies and models for use by staff and local trust committees and/or Trust Council as requested by Trust Council.
7. Liaison – Maintain liaison with Islands Trust Conservancy Board and Trust Programs Committee, as required.

C. Legislated References

Policy and Procedures Manual: Council Committee System (2.3.1)

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

n/a