

BRITANNIA REZONING - COMMUNITY INPUT GROUP

TERMS OF REFERENCE

January 2021

1. Objective

The purpose of the Britannia Rezoning – Community Input Group (“Community Input Group”) is to learn from diverse community perspectives and feedback throughout the development of a rezoning application for Britannia Community Centre site (1661 Napier St, Vancouver).

Specifically, the Community Input Group has the objective to:

Provide a dedicated opportunity for traditionally underrepresented community members to provide insight into the rezoning process in an inclusive, safe environment.

Recognizing the impacts of racism and discrimination on public spaces and community wellbeing in Vancouver, membership will be reserved for community members who have been underrepresented in previous engagement processes for the Britannia Renewal. For an overview of demographics underrepresented to date, see term 6.3.

For those who are interested in providing feedback into the Britannia Rezoning process but are not selected for membership, there will be a number of other community engagement activities throughout the rezoning process for them to share feedback. Community members can visit <https://shapeyourcity.ca/britannia-renewal> to find out about ongoing opportunities for involvement.

2. Context and Scope of Britannia Rezoning

Project Partners (City of Vancouver, Britannia Community Services Society, Vancouver Park Board, Vancouver School Board, and Vancouver Public Library) are starting the rezoning process of the Britannia Renewal. The rezoning process will build upon the Master Plan (completed in 2018) and will determine how the site can be redeveloped for different uses (e.g. housing), and future building height restrictions.

This work will be shaped by community input. Three different engagement processes, including mainstream activities (open houses, community workshops, surveys, and online engagement activities), this Community Input Group, and Indigenous specific engagement, will work together to inform the Britannia rezoning.

3. Values

The following values developed through the Britannia Renewal Master Plan will help guide the Community Input Group’s input into the rezoning process:

- Take action on reconciliation
- Honour history and culture
- Be accessible, welcoming and safe for all
- Support wellbeing and growth of the individual and community
- Optimize resilience and sustainability

3.1 Guiding Principles

The structure of Community Input Group will be guided by the following guiding principles:

- Openness and Transparency – Community Input Group facilitators will respectfully share summaries of the Group’s learnings and feedback with the community and Project Partners, so that feedback provided by members is reflected in the rezoning process.

- **Diversity** – Recognizing the impacts of racism and discrimination on public spaces and community wellbeing in Vancouver, Project Partners understand the importance of creating safe and inclusive spaces to ensure that community members who have been traditionally underrepresented in local government processes are adequately reflected in civic projects. Therefore, the purpose of the Community Input Group is to provide a dedicated opportunity for traditionally underrepresented community members to provide insight into the rezoning process in an inclusive, low-barrier environment.
- **Accessibility and Inclusion** – Project Partners will provide honoraria to recognize members experience and time commitment as well as supports to address barriers that may prevent a member from participating successfully, including transportation relief if required. The Community Input Group will be an inclusive environment, where a number of viewpoints are represented and differences of opinion among members are respected. Project Partners will work with Community Input Group members to determine the best way for each member to contribute and to ensure that members feel safe participating in a COVID-19 safe environment.

3. Schedule and Format of the Community Input Group

The Community Input Group will meet approximately six (6) times between January – June 2021.

It is anticipated that meetings will occur in the evenings between 6-8 pm at the Britannia Community Centre (1661 Napier St), and that there will be options available for virtual participation. Following public health direction regarding COVID-19, a space will be provided that can accommodate appropriate physical distancing among members. The Community Input Group facilitator will work with members to understand what meeting format will be the most successful.

Each meeting will be organized around a specific topic for discussion, which may include reconciliation, community legacy, housing, public green space and non-profit spaces.

4. Composition of the Community Input Group

The Community Input Group will be made up of approximately 12 community members and one external facilitator who will act as the Chair. Staff from Project Partners may participate as non-voting members to provide project related information.

6.1 Recruitment Process and Timeline

Project Partners will work with local community groups, non-profits and organizations to provide information on the Community Input Group and to recruit residents who may not typically be involved in a municipal process to participate. Community Input Group members will be selected using the below framework to ensure that diverse and representative perspectives are captured in conversations. The recruitment process will occur through January 4 – 29, 2021 and facilitators will connect with potential members through February 1 – 12, 2021.

6.2 Eligibility

In order to be eligible to serve as a member on the Community Input Group, an applicant must:

- Be interested in providing their input and experience towards shaping the future of the Britannia site;
- Be at least 16 years of age as of November 2020; and,
- Not be a staff or representative of the Project Partners.

6.3 Community Input Group Membership Framework

The Community Panel will consist of approximately 12 members. Based on the applications received, the Community Input Group will aim to respectfully reflect the following diversity:

- Gender diversity, including representation from transgender and non-binary community members;
- A range of members from the following cohorts: 16-29 years, 30-44 years, 45-64 years, 65+ years;
- A range of household living situations, including single parents;

- Individuals with a variety of cultural backgrounds, including members who self-identify as racialized and/or Indigenous;
- At least one person who identifies as having a disability or using mobility aids;
- A range of incomes, including representation from individuals who are low-income; and,
- A range of individuals with diverse living situations, with an emphasis on individuals who rent and/or who may be precariously housed or under housed;
- A combination of individuals who are currently engaged at Britannia and individuals who do not currently access programming on site.

7. Roles and Responsibilities of Members of the Community Input Group

7.1 Roles and Responsibilities of the members

Members will receive a \$40 honorarium for each meeting they participate in, to recognize their expertise and lived experience. Members will strive to:

- Attend six weeknight Community Input Group meetings, if possible;
- Work to understand and represent the viewpoints of the various communities that use Britannia, including individual experiences and connection to Britannia;
- Learn about the rezoning process and options for a renewed Britannia;
- Actively listen to other members who potentially have different perspectives, and treat all members with respect; and,
- Work collaboratively to provide feedback to Project Partners, while respecting and recording diverse perspectives.

7.2 Roles and Responsibilities of the Facilitator

External Facilitators will be hired by the Project Partners and will be responsible for chairing the Community Input Group meetings. Specifically, the facilitator will be expected to:

- Oversee a fair and representative member selection process;
- Develop agendas for meetings that include discussion topics which relate to the Britannia rezoning;
- Support respectful dialogue and deliberation amongst members;
- Ensure that regular updates regarding the Community Input Group feedback are provided to the public and the design consultant responsible for the Britannia rezoning; and,
- Provide a formal Community Input Group feedback report to Project Partners so that feedback is reflected in the rezoning application.

Facilitators will be supported by Project Partner staff.

7.3 Roles and Responsibilities of Project Partner staff

Staff from Project Partners may participate as non-voting members to provide project related information. Project Partner staff will be expected to:

- Provide project related information and presentations, when required; and,
- Ensure that feedback provided by the Community Input Group is reflected in the rezoning process.

Project Partners will respect and support the independence of the Community Input Group.

8. Reporting/Transparency

A formal feedback report will be made available on the project's webpage. The final feedback report will be circulated to Project Partners to ensure that input provided is reflected in the Britannia rezoning process.