

OCP REVIEW COMMITTEE MEETING PROCESS NOTES

August 24, 2012

Attending: Pam Copley (Chair), Cairine Green (Process Recorder), Patrick Frey, John Graham, Mike Lloyd (Vice Chair), Will Moore, Jan Mears and Gloria Back

Absent: John Herbert and Mark Brennan (Nils Jensen as Mayor is ex-officio)

Introductions:

At this first informal meeting, Pam asked for introductions around the table and a brief outline about what members envision for the process during the next 18 months.

Within the context of crafting a new vision for the OCP (as opposed to renovating an outdated document), a summary of members' comments about the OCP review included:

- opportunity to engage, inform and connect the community with the review process;
- need to explore environmental stewardship and community sustainability;
- concept of neighbourhoods;
- need for diversity and inclusiveness to address what some perceive as a “mono-culture” in Oak Bay;
- need for a housing strategy that includes seniors but also reaches beyond community barriers related to elements of affordability, rental housing and housing for special needs; and
- a process that will strengthen the community and articulate its values.

Challenges:

- How will timelines for completion of the OCP be determined and who will define these?
- How will the RFP process guide the selection process for the successful consultant?
- What are the internal planning challenges for staff, the Committee and the consultant without qualified planning expertise at the staff level?
- How will the community be involved and engaged in effective ways?
- How will reporting, accountability and work planning be defined and determined, particularly for the consultant?

The group agreed that these are some of the questions/issues that will be discussed and addressed at our next meeting. Other elements that the group believes should be included as part of the RFP process are:

- Consultant must be comfortable not only with listening and writing but also with analyzing and sorting information that accurately reflects community input.

- Consultant should be neutral and research and understand shared community values (as opposed to driving own planning agenda).
- Consultant must be willing to work with an advisory committee.

Additional Information Needed for Members:

In addition to the Committee Terms Of Reference and Mandate documents, the information pkg. for members should also include:

- Copy of existing OCP.
- Copy of EOI criteria used by Mark to solicit consulting groups.
- Report of former Pre-planning OCP Review Working Group.

Action: Pam will request these from staff for inclusion in the pkg.

Committee Structure Confirmed:

Pam Copley – Chair
Mike Lloyd – Vice-Chair
Cairine Green – Process Recorder

Meetings will occur twice monthly at least until Christmas, they will be during the evening and the next meeting is:

THURSDAY, SEPTEMBER 6, 2012 AT 7:00 PM – Municipal Hall (this meeting may last up to three hours) – members agreed at this first formal meeting that the Committee will brainstorm together such items as visioning, ideas and logistics).