

Subject: Planning and Housing Committee Terms of Reference

File Number: ACS2023-OCC-CCS-0001

Report to Planning and Housing Committee on 18 January 2023

and Council 25 January 2023

**Submitted on January 6, 2023 by Caitlin Salter MacDonald, Manager, Council and
Committee Services, Office of the City Clerk**

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Ward: Citywide

Objet : Mandat du Comité de la planification et du logement

Dossier : ACS2023-OCC-CCS-0001

Rapport au Comité de la planification et du logement

le 18 janvier 2023

et au Conseil le 25 janvier 2023

**Soumis le 6 janvier 2023 par Caitlin Salter MacDonald, Gestionnaire des Services
au Conseil municipal et aux comités, Bureau du Greffier municipal**

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Quartier : À l'échelle de la ville

REPORT RECOMMENDATION

**That the Planning and Housing Committee recommend Council approve its Terms
of Reference, as outlined in this report and attached as Document 1.**

RECOMMANDATION DU RAPPORT

Que le Comité de la planification et du logement recommande au Conseil d'approuver son mandat, tel qu'il est énoncé dans le présent rapport et dans le document 1 ci-joint.

BACKGROUND

At its meeting of December 7, 2022, Ottawa City Council considered a report titled [2022-2026 Council Governance Review \(ACS2022-OCC-GEN-0030\)](#). In approving this report, Council approved the revised Terms of Reference for Standing Committees, Sub-Committees and the Transit Commission be submitted in draft form to the respective Committees/Commission at their first meeting in 2023 for consideration and recommendation to Council for approval. Accordingly, this report is presented to the Planning and Housing Committee for its consideration and approval.

DISCUSSION

As part of the 2022-2026 Council Governance Review report, Council approved that the that the mandate of the Planning and Housing Committee (formerly the Planning Committee) would include additional housing matters, as reflected in the proposed new name for the Committee. Council approved the following recommendation to this effect.

Part I, Recommendation 5: Approve amendments to the Planning and Housing Committee's Terms of Reference to set out the Committee's expanded mandate with respect to housing matters.

The Planning and Housing Committee's mandate maintains responsibility for the City's Affordable Housing Strategy, transit-oriented development and all related housing policy initiatives, and expand to include capital funding of social and affordable housing programs, the Long Range Financial Plan for Housing and reports pertaining to the Ottawa Community Lands Development Corporation (OCLDC), further to the proposed changes for OCLDC outlined in Governance Review Report. Matters related to housing policies and to the ongoing administration of emergency shelters, community housing and homelessness programs will remain with the Community Services Committee.

Full details on these changes are outlined in the [2022-2026 Council Governance Review Report](#), Part 1.

The draft Terms of Reference for the Planning and Housing Committee are attached at Document 1. The Terms of Reference reflect:

- The changes in title, scope, and responsibilities approved as part of the governance review;
- Changes recommended by staff to reflect current legislation and organizational structure, or to provide additional clarity and precision within the scope of the mandate approved by Council through Governance Review; and
- Minor formatting and/ or grammatical changes.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

LEGAL IMPLICATIONS

There is no legal impediment to adopting the recommendation in this report.

COMMENTS BY THE WARD COUNCILLOR

This is not a ward-specific report.

CONSULTATION

As part of the preparation for the 2022-2026 Council Governance Review report and associated recommendations on committee mandates, the City Clerk consulted with Members of the 2018-2022 and 2022-2026 Terms of Council, the Senior Leadership Team, as well as staff that work most closely with the legislative process.

The public was notified of this report through the weekly meeting advertisements and on Ottawa.ca, and the publication of the agenda. Public delegations may be received by the Committee.

ACCESSIBILITY IMPACTS

There are no specific accessibility impacts associated with this report.

DELEGATION OF AUTHORITY IMPLICATIONS

No additional delegated authority is being sought by staff as part of this report.

RISK MANAGEMENT IMPLICATIONS

No risk management implications have been identified associated with this report.

RURAL IMPLICATIONS

No rural implications have been identified associated with this report.

TERM OF COUNCIL PRIORITIES

This report implements the Committee mandate approved by Council as part of the 2022-2026 Council Governance Review.

SUPPORTING DOCUMENTATION

Document 1 - Draft Planning Committee Terms of Reference (proposed changes from the 2018-2022 Planning Committee Terms of Reference are underlined for ease of reference).

DISPOSITION

Upon approval of the report by Council, the Terms of Reference will become the mandate and governing authority for the Planning and Housing Committee, and will be published to Ottawa.ca by the Office of the City Clerk.