

Working Session

Charter Preparation

South Downtown Waterfront Committee

Working Session Agenda

9:00 – 9:45 am	Background Information <ul style="list-style-type: none">•What is a charter?•Charter types and examples
9:45 – 10:00 am	Break
10:00 – 11:00 am	Presentation: Waterfront Seattle <ul style="list-style-type: none">•Presentation by Marshall Foster, Director of Seattle’s Office of the Waterfront•Q&A
11:00 – 12:00 pm	Discussion <ul style="list-style-type: none">•Purpose of a charter for SDWC•Key elements
12:00 pm	Adjournment

Backgrounder

- What is a Charter?
- Types of Charters
- Possible Elements of a Charter
- Possible Components of a Charter
- Examples of Charters

What is a Charter?

Historically:

A written grant from the sovereign power of a country conferring certain rights and privileges on a person, a corporation, or the people.

Today:

Ranges from a legally binding document (ex. Charter of Rights & Freedoms) to a non-legally binding document that guides a project, initiative, or group.

Types of Charters

1. Project Charters

Example: Project Charter for Inner Harbour Revitalization Opportunities Project

2. Committee/Organization Charters

Example: Waterfront Auckland: Our Charter, Our Promise to Aucklanders

Waterfront Seattle: Central Waterfront Committee Charter

3. Charters Related to an Issue/Common Goal

Example: Fraser Basin Council Charter for Sustainability

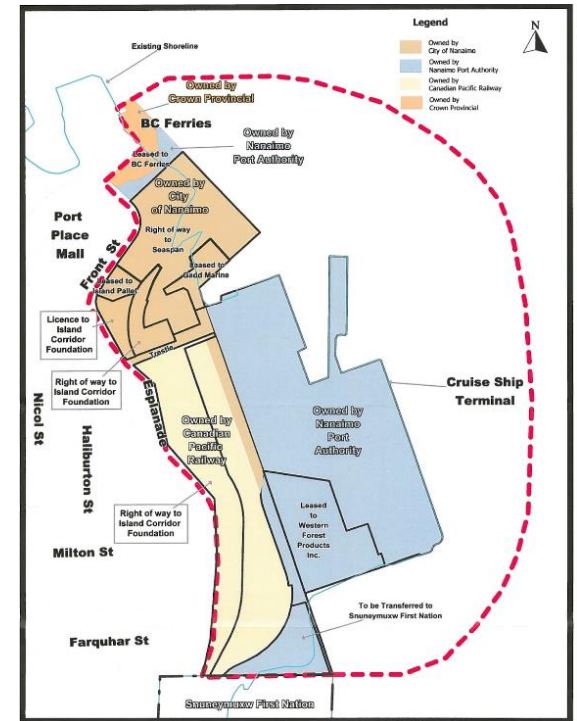
4. Charters Defining Relationships between Groups

Example: Burlington Community Engagement Charter

South Downtown Waterfront Context

Overview of Conditions:

- Ownership
- Jurisdiction
- Initiatives
- Connections
- Use of Land



The South Downtown Waterfront Committee is...

Exploring the means to achieve an integrated approach to the planning, development and implementation of the South Downtown Waterfront Area.

South Downtown Waterfront Charter

Discussion Items:

1. What a charter can do for the SDW
 - Functions and purpose of a charter
2. How could this function be achieved?
 - Possible components of a charter

Possible Elements of a Charter

In the context of the SDW, a charter could be:

- A foundation for the planning and implementation of policies, programs and projects;
- A good faith agreement between partners;
- A commitment between partners to a common vision or goal;
- A living document;
- A simple or complex document

Possible Components of a Charter

- Mandate
- Mission/Purpose
- Vision
- Principles
- Goals
- Scope
- Roles, Rights and/or Responsibilities of Participants
- Commitment of Participants
- Deliverables or Milestones
- Implementation Strategy
- Schedule
- Monitoring or Assessment Process
- Staffing & Funding Resource Commitment
- Succession Plan for Committee

Examples of Charters

Waterfront Seattle: Central Waterfront Committee Charter

http://www.waterfrontseattle.org/Media/Default/Library/Full_Committee/07292011_FC_materials.pdf

Waterfront Auckland Charter

<https://www.waterfrontauckland.co.nz/wa/media/Documents/PDF/WACharter2012.pdf>

Burlington Community Engagement Charter

<http://cms.burlington.ca/AssetFactory.aspx?did=25585>

Charter for Sustainability: Fraser Basin Council

http://www.fraserbasin.bc.ca/_Library/Fraser_Basin_Council/charter_for_sustainability.pdf

A Sustainability Charter for the Powell River Region

<http://www.powellriverrd.bc.ca/wp-content/uploads/2011/09/SustainabilityCharterPowellRiverRegion-.pdf>

Township of Langley: Sustainability Charter

<http://www.tol.ca/About-the-Township/Municipal-Government/Significant-Plans-and-Reports/Sustainability-Charter>

City of Surrey: Sustainability Charter

http://www.surrey.ca/files/Sustainability_Charter.pdf

The British Columbia Climate Action Charter

https://ubcm.civicweb.net/Documents/DocumentList.aspx?ID=1683#http://www.cd.gov.bc.ca/ministry/whatsnew/climate_action_charter_update.htm

Vancouver Food Charter

http://vancouver.ca/files/cov/Van_Food_Charter.pdf

Project Charter for Inner Harbour Revitalization Opportunities Project (Victoria)

http://d3n8a8pro7vhmx.cloudfront.net/lisahelpsvictoria/pages/89/attachments/original/1393778540/inner_harbour_project_charter.pdf?1393778540

Municipal Plan & Growth Management Strategy for the City of Saint John: Project Charter

http://www.saintjohn.ca/site/media/SaintJohn/project%20charter_FINAL_11_04_09.pdf