

Urban Agriculture Strategy - Steering Committee Terms of Reference

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1.0. Overview of the Urban Agriculture Strategy

In October 2017, City Council endorsed the Urban Agriculture Strategy (“the Strategy”). The goal of this strategy is to provide guidance to the municipality and the diverse communities of London in creating a positive and enabling environment for urban agriculture by working together and supporting each other.

2.0 Purpose

The purpose of the Steering Committee is to support the implementation of the Urban Agriculture Strategy, to increase resident engagement, and to empower residents and community groups and institutions to participate in implementing the strategy by engaging in, promoting, supporting and otherwise ensuring the completion of action items set out within the strategy. Specifically, the Steering Committee will:

- 2.1. Engage residents and build awareness of the Urban Agriculture Strategy and programs across the city;
- 2.2. Seek to include all neighbourhoods, institutions and interested community groups in the implementation of the Strategy;
- 2.3. Encourage a diversity of residents to participate in the implementation of action items;
- 2.4. Support and inform City of London corporate efforts to implement the Strategy;
- 2.5. Facilitate stronger engagement with residents, community groups and institutions through relationships and networks identifying new opportunities for productive partnerships;

2.6. Participate in the implementation of the Strategy where they or the group they are a part of has an opportunity to implement a section of the Strategy.

2.7 Monitor the implementation of the Strategy and report to City Council and the community on the progress of the actions.

3.0. Steering Committee Membership and Term

3.1 The membership of the Steering Committee has been defined to align with the purpose of monitoring and guiding the implementation of the Strategy. The term of Steering Committee members shall be the same as the term of Council, and members shall not sit for more than two consecutive terms.

The Steering Committee will be composed of representatives that meet the following criteria:

Up to two (2) community member(s) who holds membership in a community group dedicated to urban agriculture;

Up to two (2) community member(s) who operates a business involved in urban agriculture;

Up to two (2) community member(s) who works with or for a community group or institution which is involved in urban agriculture activities; and,

One (1) Representation from each of the following groups, with the Steering Committee member to be appointed by the group:

- Advisory Committee on the Environment
- Agricultural Advisory Committee
- The Middlesex-London Food Policy Council
- Western Fair Association

The Steering Committee may invite the participation of members from the following Advisory Committees as requested from time to time to assist in the implementation of the strategy. These representatives shall be appointed by the Advisory Committee, but the representative shall not be a member of the Steering Committee.

- Accessibility Advisory Committee
- Animal Welfare Advisory Committee
- Trees and Forests Advisory Committee
- Environmental and Ecological Planning Advisory Committee

There shall be no remuneration for any member of the Steering Committee.

3.2 Civic administration will be represented by an identified staff member for support from each of the following City of London Divisions:

- Planning
- Neighbourhood, Children and Fire Services
- Environmental and Engineering Services
- Parks and Recreation

4.0. Selection of Steering Committee Members

4.1. Steering Committee members shall be selected from a qualified pool of candidates and approved by Council upon the recommendation of the Managing Director, Planning and City Planner, in consultation with the Managing Director, Neighbourhood, Children and Fire Services and the Managing Director, Parks and Recreation.

4.2 In establishing the Steering Committee, priority will be given to achieve a membership which reflects the demographic diversity of the London.

5.0 Time Commitment

5.1 The Steering Committee will meet no more than four (4) times a year.

5.2 The Steering Committee will prepare one report to Council in the 4th quarter of each year to provide an update to Council and the community on the progress of the Urban Agriculture Strategy actions.

6.0. Steering Committee Conduct

6.1. Members of the Steering Committee will work to equally promote all aspects of the Urban Agriculture Strategy and will not advocate for personal projects.

6.2 The conduct of the Steering Committee members shall be in keeping with Council Policy.