District of West Vancouver
POLICY

Title: General Council Committees
Division: Legislative Services
Policy Number: 0144
File Number: 0282-20-0144

1. Purpose

1.1. To establish best practices and processes for Standing and Select Committees.

2. Scope

2.1. This policy applies to Standing and Select Committees. Working groups are governed by the Working Group Guidelines approved by the Community Engagement Committee.

3. Definitions

3.1. "Select Committee" means a committee created by Council pursuant to section 142 of the *Community Charter*.

3.2. "Standing Committee" means a committee created by the Mayor pursuant to section 141 of the *Community Charter*.

4. Policy Statement

4.1. The District will establish and maintain committees as determined by Council (Select Committees) and the Mayor (Standing Committees).

4.2. The District will conduct recruitment processes for Select and Standing Committees in a manner and at a time determined by Legislative Services, with assistance from other divisions as required.

4.3. The District will provide administrative and technical support for committees.

4.4. Select and Standing Committees will operate in accordance with General Council Committee Procedure 0145.

5. Authority

5.1. The *Community Charter* requires that Council, by bylaw, establish general procedures to be followed by Council committees in conducting their business.

5.2. Council Committee Procedure Bylaw No. 5020, 2019 (as amended) regulates Council committee meeting proceedings.

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6. Related Procedure

6.1. General Council Committees Procedure 0145.

7. Approval

Approved by	☐ CAO	☒ Mayor and Council
Approval date	2022/09/26	
Council minutes eDocs # (Council Policies only)	5558246	
Council report eDocs # (Council Policies only)	5548904	
Signature	X _MBooth_	

8. Additional Information

Category	☒ Council	☐ Administrative
Related procedure	☒ Yes (0282-20-0145)	☐ No
Date of last review	Click here to enter a date.	

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