
Policy Committee

Terms of Reference

Background

Authority

The Policy Committee is a Standing Committee convened by a majority resolution of the Provincial Council (PC), in accordance with the Provincial Council Rules.

Purpose

The Policy Committee is responsible for ensuring that:

- the “BC Greens Policy” document and the policies contained therein are consistent with the BC Greens constitution, and that they are current, relevant, evidence-based, and reflective of the values of the general membership; and
- proper policy development and consultation processes are followed, and that all policy resolutions presented at conventions and/or AGMs have been properly researched, drafted and communicated to members in order to facilitate informed discussion and decision-making.

Functions

The functions of the Policy Committee include:

- providing oversight and review of existing policies and policy proposals with a view to ensuring the integrity and coherence of the “BC Greens Policy” document;
- drafting policy proposals in consultation with the Party Leader, Executive Director, Provincial Council, BC Greens members and other stakeholders or learned individuals; and

- ensuring that the BC Greens have a comprehensive suite of policies sufficient to address environmental, economic, social and fiscal sustainability in British Columbia.

Duties and Responsibilities

The duties and responsibilities of the Policy Committee include:

- reviewing the BC Greens Policy document on an ongoing basis to determine whether the policies contained therein are sufficient or in need of revision and consistent with our six core principles;
- identifying policy gaps and proposing new policies to address them;
- reviewing and offering feedback on policy proposals and resolutions from BC Greens members;
- drafting policy resolutions for consideration at conventions and AGMs, while recognizing that Provincial Council has the authority to establish the AGM agenda;
- providing ongoing advice to members who wish to develop policy resolutions;
- engaging in member, supporter and stakeholder outreach activities such as surveys, workshops, webinars, online forums;
- helping to develop and maintain contacts with experts in the wider policy community, and;
- assisting with specific policy, platform, and legislative issues as they arise.

Reporting

The Chair of the Policy Committee is accountable to the Executive Director and must provide a minimum of three written reports per year of adequate detail to enable the Executive Director to report back to PC on the work of the Policy Committee.

Membership

The Chair of the Policy Committee shall be appointed/hired by the Executive Director after having consulted with the Party Leader and Provincial Council. The Chair may, at the discretion of the Executive Director, be a paid position.

Beyond the Chair, the Policy Committee shall consist of a minimum of three and a maximum of six members. The members shall be selected by the Policy Committee Chair in consultation with the Executive Director, Party Leader and Nominations Committee, and shall reflect the diversity of the Party and Province.

The Policy Committee may, at the discretion of the Executive Director, be provided with an annual budget subject to any terms and conditions imposed by the Executive Director.

The Policy Committee member terms shall run for two years.

Committee Operations

The Policy Committee shall conduct themselves under the guidelines and requirements set out in the following documents, as well as any guidelines established by PC:

- Societies Act;
- Constitution;
- Bylaws;
- Provincial Council Rules;
- Provincial Council Handbook;
- Code of Ethics;
- Executive Director Mandate Letter; and
- Strategic plan.

Background

After an exceptional year of hosting two AGMs and two Interim Policy Committees , we are turning our attention to establishing an ongoing Policy Committee.

Each year members have the opportunity at the Annual General Meeting (AGM) to put forward proposals for revision to BC Green Policy. Ideally they will discuss their ideas at the Riding Association and regional level. The 2016 AGM approved a new “BC Green Policy” (BCGP) document, and a process for policy development was established to work with all members with a policy proposal to ensure it is aligned with our core principles, is supported by good evidence, and is consistent with the BC Green Policy document.

There will be an application process for the Chair and members of the Interim 2021 AGM committee. As the interim process is rolled out, we will also initiate a process to fill a permanent policy chair position and policy committee members. Information on this process for the permanent policy chair and policy committee and the Terms of Reference set out for the Policy Committee are forthcoming.

Task

1) **Recommend Revisions to “BC Green Policy” document**

Through a process of broad discussion facilitated by the Interim Policy Committee, consensus will be reached on revisions to BC Green Policy and a newly revised document will be presented for ratification at the pre-AGM informational meetings, voted upon by members and presented at the 2021 AGM in November 2021.

The Interim Policy Committee’s scope of work is to propose updated revisions for the membership’s consideration. Revisions will be consistent with the 2020 BC Green Party election platform and with the party’s principles of increasing equity and diversity.

It is within the Committee’s scope to make recommendations to the new incoming Policy Chair and Committee that would propose significant shifts in the BC Green Policy document.

2) **Review and Consider submissions that were referred from the 2020 AGM process**

3) **Oversee Submissions to “BC Green Policy” document**

The Interim Policy Committee will engage with members who contribute policy submissions to ensure that policy submissions:

- demonstrate how it relates to one (or more) of the 5 Themes of B.C. Green Party Policy:
 1. Health
 2. Safety
 3. Standard of Living
 4. Ecological Balance
 5. Responsible Government
- address a broad-based issue;
- have a clear objective and defined desired outcomes;

- are consistent with the 6 Global Green Party principles;
- have a well-articulated justification;
- be implementable/practical;
- are based in evidence and scientific research; and
- fall within provincial jurisdiction (anything within federal jurisdiction would be a position).

The interim policy committee is responsible for ensuring that the content and the language in the policy document are sensitive to diverse communities and equity seeking groups.

Term

All applications will be reviewed by the Selection Committee, which is comprised of the Party Leader, two Provincial Council representatives and the Executive Director. The Interim Committee will be in effect from June 15, 2021, to November 30, 2021.

Meetings

Will:

- be determined by the committee and efforts will be made to find times that all members of the committee can attend;
- be organized and facilitated by the Interim Policy Chair and then later the Policy Chair;
- follow a consensus decision making process and if consensus can not be reached, a simple majority will decide the outcome; and
- be conducted using a video conferencing tool, such as Zoom.

Interim Policy Chair

In addition to the above mentioned responsibilities, the Interim Policy Chair will also be responsible for:

- working with the Executive Director to design a summer policy tour to engage members, supporters, experts and stakeholders on BCGP policy
- coordinating and implementing summer tour
- initiating contact with members who submit a policy motion to explain the review process
- scheduling and chairing committee meetings
- follow a consensus decision making process and if consensus can not be reached, a simple majority will decide the outcome
- providing regular updates to the Executive Director as per an agreed upon schedule
- Working with new Policy Chair to draft the policy resolutions for member review on the BC Greens website at least 30 days before the AGM
- responding to member's questions via the policy@ inbox;
- transitioning from interim chair to interim committee member upon the permanent hiring of a Policy Chair
- working with the Executive Director and possibly the new Policy Chair to provide an update to Provincial Council on the work of the committee

Policy Chair

- Working with Interim Policy Chair to draft the policy resolutions for member review on the BC Greens website at least 30 days before the AGM
- presenting revisions to the BCGP Policy document at the two pre-AGM informational meetings
- responding to member's questions via the policy@ inbox
- producing a revised BCGP Policy document for ratification at the November 2021 AGM based on the member's voting results