

# Sunshine Coast Regional Economic Development Charter

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Prepared by:



Prepared for:



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## PREAMBLE

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The Sunshine Coast Economic Development Charter establishes the parameters of a regional economic development partnership between communities in the Lower Sunshine Coast, including the shíshálh Nation, the Town of Gibsons, the District of Sechelt, and the five Electoral Areas of the Sunshine Coast Regional District.

The Charter establishes the broad principles on which the partners agree to cooperate and will be supplemented over time with specific agreements and policies, which may include Memoranda of Understanding regarding funding, Articles of Incorporation if and when the partnership manifests in a new organization, and strategic planning documents that establish more specific priorities, actions and budgets over a specified time frame.

The Charter recognizes and acknowledges the inherent title and rights of First Nations peoples, their role in the use of lands and resources, and the need for government relationships and agreements to be based on recognition.

## PART ONE: ECONOMIC VISION

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The Sunshine Coast has a sustainable, thriving and diverse regional economy that is aligned with community values, expands opportunities for all residents and improves overall community wellbeing.

## PART TWO: ROLES AND RESPONSIBILITIES

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The intent of the regional partnership is to fill service gaps and enhance the work of those agencies currently receiving local funding to undertake economic development initiatives.

Priority roles and responsibilities that can be effectively undertaken through regional cooperation include:

- Programs to support workforce development and education.
- A business retention and expansion (BRE) program.
- Lobbying on topics of shared regional interest.
- Attracting business investment, including entrepreneurial businesses, through regional marketing, information provision and other techniques.
- New resident attraction.
- Regional information collection and dissemination.

- Working collaboratively on key regional facilities and infrastructure. Examples may include alternative energy development or tourism-related developments.

Additional roles and responsibilities, or deletions from the list above, can be considered through the strategic planning process (occurring at inception and subsequently at three to five year intervals) or through the annual work plan and budget approval process.

## PART THREE: ORGANIZATIONAL STRUCTURE

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The Sunshine Coast Regional Economic Development Agency is an arms-length non-profit society with its own articles of incorporation and independent board of directors.

It is to be contracted by local governments in the Lower Sunshine Coast to undertake economic development services of the type generally established under Part Two above and with specific direction established through a regular strategic planning process and annual budget approval by the funding partners. It will be independent from but accountable to its local government funders.

The agency may be newly incorporated or a pre-existing organization. Issues of corporate structure are to be determined at the time of incorporation (if a new organization) or when developing terms for an economic development services contract (if an existing organization).

## PART FOUR: GOVERNANCE

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The Board of Directors of the Sunshine Coast Regional Economic Development Agency will have 9 directors. Eight directors are at-large community members who are selected for their expertise in key sectors of the regional economy or with respect to specific projects and projects being undertaken. The ninth director is appointed by the shíshálh Nation.

Potential board members are identified through a formal application process and are appointed by the funding partners. The partners appoint a committee to establish application criteria, evaluate the applications, and propose a slate of directors for approval by each Council and the rural area directors on the Regional District Board. All Councils/Board must approve the slate of directors and the appointments are formalized at the agency's Annual General Meeting.

The agency undertakes a strategic planning process at its inception and every three to five years subsequently. The purpose is to expand on the high-level roles and responsibilities established in Part Two of this Charter and to establish more specific goals, priorities, projects and ongoing programs. This process

also incorporates input from local governments, community stakeholders, the business community and the general public.

The agency provides regular reports to its funders, including an annual work plan and budget that must be approved each year. The annual work plan includes a report on the results of the previous year, using key performance indicators (KPI) that are established through the strategic planning process. It also sets out planned initiatives and associated budget requirements for the coming year.

## PART FIVE: FUNDING

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Funding for the Sunshine Coast Regional Economic Development Agency will be up to \$300,000 per year. The formula to share costs among partner local governments is based on the following formula, to be calculated on an annual basis:

- 50% of funding is based on assessed values (converted) and 50% based on population, with the exception of Electoral Area E, which is based on assessment only.

The total funding allocation on an annual basis must be formally approved by each funding partner and based on the strategic priorities for that year. Alternative funding sources may be identified in the future to minimize reliance on the local tax base.

The initial Memorandum of Understanding between local government partners should include a four-year funding commitment.