# TERMS OF REFERENCE FOR THE PLANNING AND DEVELOPMENT COMMITTEE

## 1. PURPOSE

The purpose of the Planning and Development Committee (the "Committee") is to assist the Board in fulfilling its responsibility for long range planning including strategic, master and capital plans and oversight of land and commercial developments.

## 2. COMPOSITION

2.1. The Committee will be composed of not less than three directors.

2.2. The Corporate Secretary will be secretary to the Committee.

## 3. DUTIES AND RESPONSIBILITIES

Subject to the powers and duties of the Board the Committee will:

3.1. consider the principal strategic risks and opportunities associated with the business of the Authority and assist the Board in identifying and understanding the strategic opportunities and risks underlying Board and management decisions;

3.2. oversee the annual Board review of the Strategic Plan;

3.3. review management plans to develop land and commercial opportunities associated with the Vancouver International Airport;

3.4. review management's plans for preparation of the Airport Master Plan every ten years;

3.5. review lease approvals which require Board approval and make recommendations to the Board;

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3.6. review Project Definition Reports for capital projects which require Board approval and make recommendations to the Board; and, in conjunction with the Finance and Audit Committee for the financial portion thereof, oversee post-completion reviews of these projects, including lessons learned; and,

3.7. review annually the Land Use Plan and the Land Management Guidelines.

## 4. ACCOUNTABILITY

4.1. The Committee will report its discussions to the Board by distributing the minutes of its meetings and, where appropriate, by oral report at the next meeting of the Board of every major matter considered since the Board's last meeting.

4.2. The Committee will annually review and recommend changes to its terms of reference.