



## **Terms of Reference** **Committee on Regenerative Environments (CORE)**

### **Name**

Committee on Regenerative Environments (CORE)

The Royal Architectural Institute of Canada (RAIC) is a not-for-profit, national organization that has represented architects and architecture for over 100 years, in existence since 1907. The RAIC is the leading voice for excellence in the built environment in Canada, demonstrating how design enhances the quality of life, while addressing important issues of society through responsible architecture. The RAIC's mission is to promote excellence in the built environment and to advocate for responsible architecture.

Climate crisis, loss of biodiversity, environmental degradation, social inequity and their resultant impacts on quality of life represent our greatest and most urgent societal challenges of the 21st Century. What we build, where we build, and how we build will prove critical. Taking the position that enhancing quality of life involves more than merely 'sustaining'; regenerative development and design are becoming understood as intrinsic to empowering the capacity for people and place to thrive, and as such, key to realizing the above mandate. Principles guiding this effort include:

- **Leadership** – to leverage the profession's collective capacity, collaborative agency and ability to respond to complex, systemic challenges;
- **Responsibility** – as both an ethical and professional imperative to act;
- **Responsiveness** – the capacity of a system to respond adaptively to change – often understood in the context of the built realm as 'Resilience';
- **Equity, Justice, Diversity and Inclusion**
- **Regenerative development and design** – an approach that addresses environmental, social, and economic health holistically with the ability to adapt to known and unknown risks and vulnerabilities through creative systems-thinking in design innovation resulting in thriving and sustainable communities that allow both people and the planet to prosper.

### **Type**

Standing – Operational  
Reports to CEO (or designate)

### **Purpose**

The purpose of the Committee is to support the profession's collective capacity, collaborative agency and ability to respond to complex, systemic challenges, in a way that is inclusive, inspiring and equitably enabling; so that we can collectively help create a world that nurtures quality of life and empowers people and place to thrive. To this end, the CORE will seek to engage, educate, inspire, motivate and empower RAIC members and the broader community to regenerative design by:

- Identifying key issues for the organization, its members, and its larger community of practice to address in order to enable/empower the design and realization of thriving built environments;



- Providing expertise for RAIC recommendations (both reactive and proactive) to government, industry, and the press in relation to relevant issues;
- Working collaboratively with other RAIC Committees (including: Practice Support, Awards, and FIRPAC) to strategically and effectively integrate regenerative development and design into professional standards, protocols and processes;
- Advancing, disseminating and advocating for regenerative development and design practices - i.e. those that holistically integrate built and natural systems to enhance the quality and holistic health of the built environment - reframing these regenerative capacities as integral to 'responsible architecture' and 'excellence'; and
- Advising the RAIC CEO on relevant current and emerging issues (ongoing).

### **Scope**

There shall be only one CORE with national representation. CORE provides consultation in relation to identifying key issues, providing expertise, advancing, disseminating and advocating for regenerative development and design practices.

Where appropriate, working groups may be formed by the committee to complete specific tasks.

### **Authority**

CORE:

- Works with RAIC staff designate, providing advice, recommendations and support as outlined;
- Shall not maintain separate bank accounts or investments, purchase property or hire employees;
- Shall not have the legal authority to sign contracts, incur liability on behalf of the RAIC or to otherwise bind the RAIC; and
- Cannot expand or alter its structure without express written permission from the RAIC CEO or designate.

### **Membership**

The Committee shall consist of no more than 10 members. All members must be RAIC members in good standing (per RAIC Bylaws). Members are subject matter experts operating within a whole systems framework. The composition of the committee shall comprise a balance of strengths, perspectives, and areas of expertise, and reflect a balance of:

- Varied demographic representation (including, age, race, ethnicity, gender, ability, sexual orientation)
- Bioregional, provincial and territorial representation;
- Firm sizes and sectorial focuses;
- Practice and academia (with no more than 20% from academia - to maintain focus on industry implementation);
- Range of seniority / experience levels (intermediate through advanced); and

### **Term**

The committee structure shall include the following roles:



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- a. **Chair:** Committee leaders and liaisons to RAIC CEO liaison and operational team. Two-year term - that can be renewed up to two additional times, not exceeding a total time of six years in the position. Terms will be aligned with the RAIC operational calendar (January 1-December 31). Per RAIC Bylaws, the Chair is appointed by the CEO.
- b. **Liaison from RAIC Indigenous Task Force (ITF):** To be nominated by the ITF.
- c. **Members:** To be nominated by the committee (based on qualifications established in Membership Section). All CORE members shall be subject to approval by RAIC's CEO and/or designate. Two-year term, that can be renewed up to two additional times, not exceeding a total time of six years in the position. Terms will be aligned with the RAIC operational calendar (January 1-December 31). RAIC's CEO and/or designate shall have the right to remove or appoint CORE members as it deems necessary for the proper functioning of the committee.
- d. **Support:** RAIC operational liaison (Advocacy and Engagement Manager),
- e. **Alternates:** May be identified by the Committee - to serve in the case of an unexpected resignation of a previously appointed member before the completion of their two-year term. Any changes to membership must be discussed with the RAIC operational liaison. Changes to the role of Chair must be approved by the CEO or designate.

### Meetings

Members shall meet a minimum of four times each year (quarterly) via conference call or virtually. Additional meetings can be scheduled as needed. When possible and feasible, an annual in-person meeting will be coordinated in conjunction with the RAIC Conference on Architecture.

### Member Roles and Responsibilities

#### Chair

The duties of the Chair shall include the following (with support of RAIC operational liaison):

- a. Preparing for and attending CORE meetings;
- b. Soliciting agenda items for CORE meetings and preparing and disseminating the meeting agenda and other material to members,
- c. Maintaining a record of all CORE meeting minutes;
- d. Representing the CORE at meetings with members or external representatives, events and functions, as requested by the RAIC; and
- e. Submitting an annual report (April) on the activities of CORE to a designated RAIC staff member.

#### Members

In addition to attending meetings regularly, members will be called upon to provide input on urgent advocacy items (i.e. responses to requests for input from various levels of government, responses following critical environmental events, etc.).

### Reporting

Copies of CORE meeting minutes shall be delivered within one week of a meeting to RAIC designated



staff and will be retained by RAIC's national office. Copies of CORE meeting minutes shall also be retained by the designated RAIC Chair.

### **Resources and budget**

CORE will be assigned an RAIC staff for operational support, as per CEO.

CORE will work with the RAIC staff designate to prepare an annual work plan with associated budget.

The annual work plan and budget must be approved by the CEO prior to implementation.

If applicable, continuing education activities must be organized in collaboration with RAIC staff and with RAIC operational policies and processes. RAIC staff maintain final authority and decision making for any continuing education activities.

The RAIC designated staff is responsible for oversight of CORE budgets. The designated staff will provide financial updates to the CORE according to RAIC policy and process, as required.

RAIC will provide resources to facilitate meetings for example, tele/videoconference access.

RAIC will provide CORE website presence and operational support for the RAIC website, within the RAIC committee microsite. Website content will be subject to RAIC communication policies and procedures, with oversight by the Advocacy and Engagement Manager.

RAIC will provide operational support related to marketing and communication for the CORE subject to RAIC policy and procedures.

### **Deliverables**

- Annual workplan and budget (September 15); and
- Annual activity report (April 30).

### **Review**

Terms of reference will be reviewed by the CEO every 2 years from date of this document.