

# PROFESSIONAL STANDARDS & CERTIFICATION:

The Institute's Professional Standards & Certification Committee manages and oversees the Institute's membership certification work and related activities. This includes membership certification standards and processes, as well as monitoring continuous professional learning (CPL) reporting. It also includes receiving and acting upon recommendations for membership admissions based on assessments undertaken on behalf of PIBC by the national Professional Standards Board (PSB), overseeing membership applications for non-corporate membership categories (not handled by the PSB), and reviewing and making recommendations regarding applications for changes in membership status (such as temporary leave from active membership). Patricia Maloney RPP, FCIP continued as Chair of the Professional Standards & Certification Committee in 2022.

## MEMBERSHIP APPLICATIONS & ADMISSIONS:

Membership activities continued to be quite busy in 2022, notwithstanding some residual impacts from the COVID-19 pandemic. In 2022 PIBC handled approximately 397 membership applications, admissions, transfers, membership status changes, and other membership actions, including 177 admissions into Corporate membership categories and 135 Non-Corporate membership admissions.

### PIBC MEMBERSHIP:

At December 31, 2022 the total (estimated) Institute membership was as follows:

#### Corporate Membership:

Fellows (Practicing)	19
Certified members (RPPs)*	1,149
Candidate members *	289

**Total Corporate: 1,457**

#### Non-Corporate Membership:

Retired members **	58
Pre-Candidate members	94
Student members	243
Honourary members	11

**Total Non-Corporate: \*\*\* 406**

**TOTAL MEMBERS: 1,863**

#### Notes:

\* Includes members On Leave \*\* Includes Fellows who are retired \*\*\* Non-Member Public Subscribers not included

Overall membership in the Institute remained stable, with a slight decrease in total members. PIBC admitted a total of 177 new Corporate Members (including 74 new RPPs), and a total of 135 new Non-Corporate members in 2022.

A number of PIBC Candidate members successfully completed the certification process to become Registered Professional Planners (RPPs) in 2022, while new Candidate members continued to join at the same time. Additionally, a small number of other Candidate members ceased to be members during 2022 due to the expiry of their prescribed time limits to remain a Candidate and complete certification. There were a total of 103 new Candidate members admitted, reinstated, or transferred in 2022.

Also, in terms of Non-Corporate membership, the net total number of Retired members remained the same and the net number of Pre-Candidates decreased slightly. The number of

Student members decreased slightly in 2022 (with a number ceasing to be members due to the expiry of prescribed time limits to remain a Student member, as happens each year). PIBC continued its policies of waiving annual membership fees for Student members.

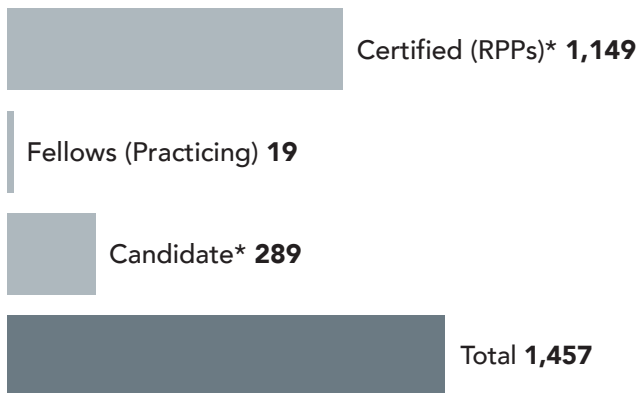
## MEMBERSHIP CERTIFICATION:

The national Professional Standards Board for the Planning Profession in Canada (PSB) continued its work undertaking the administrative and assessment functions for membership certification – both in terms of assessing new Candidate membership applicants and administering the various steps and processes towards full certification of members as Registered Professional Planners (RPPs). Throughout 2022 we continued to see a healthy, steady number of new Candidate membership applicants coming through the PSB assessment process, as well as new RPPs completing their requirements and becoming certified as new RPPs. The

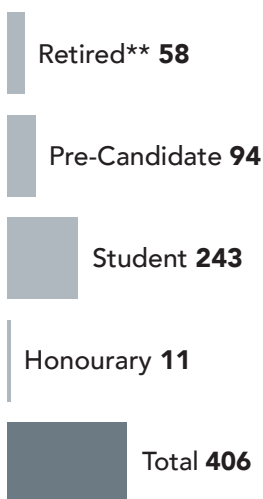
# Membership Numbers By Member Type & Category

At December 31, 2022 the total (estimated) Institute membership was as follows:

## CORPORATE MEMBERSHIP



## NON-CORPORATE MEMBERSHIP



**Notes:**

\* Includes members On Leave

\*\* Includes Fellows who are retired

\*\*\* Non-member Public Subscribers not included

national professional examination continued to be delivered by the PSB twice each year (every March and September), and, as previously reported, continues to be now conducted entirely online through a remote, invigilated process.

### PROFESSIONAL STANDARDS & NATIONAL COORDINATION:

The national Professional Standards Committee (Standards Committee, or SC), which oversees shared national standards for professional certification and university planning program accreditation on behalf of the planning profession across Canada, continued its work in 2022. Key activities in 2022 focused on substantial work further developing and advancing proposed new, updated and more clear, rigorous professional competencies and related indicators for the planning profession in Canada. This work moved ahead with the support and assistance of external expertise and with input from SC parties and stakeholders. The SC continued its coordination on professional standards matters with the national Professional Standards Board (PSB), with continued funding support from the PSB helping to resource the work of the SC. Emilie Adin RPP, MCIP served as PIBC's SC representative throughout 2022, having taken over the role at the beginning of the year.

As previously reported, the PSB continues its work nationally administering the professional certification processes for members (new applicants for Candidate membership and Candidate members seeking to complete the step and requirements towards certification as new RPPs). The PSB also continues to deliver the accreditation process for Canadian university planning programs on behalf of PIBC and the other professional planning institutes and associations across Canada. As noted, the PSB delivered both sittings of the national professional examination in the Spring and Fall of 2022, seeing a total of 56 PIBC Candidates participating over both offerings of the exam.

The PSB continued its ongoing work refining and improving the professional examination (including ongoing evaluation and updates to the exam 'question bank') and the further development of information and preparatory resources for Candidates moving through the certification process. Lindsay Chase RPP, MCIP continued as PIBC's representative on the PSB Board of Directors in 2022, along with other PIBC member volunteers serving on different PSB Committees and those other volunteer members supporting Candidates in the certification process as mentors and sponsors.

### CPL REPORTING REQUIREMENTS FOR MEMBERS:

Overseeing the administration and policies of the Institute's mandatory Continuous Professional Learning (CPL) and reporting requirements, as stipulated by the Institute's

bylaws, is another key responsibility of the Professional Standards & Certification Committee. Key work in this area in 2022 again included application of a consistent and structured process for monitoring CPL compliance, including random periodic reviews of individual members' annual CPL reporting (along with associated follow-up) to help ensure successful compliance. The process to complete implementation of mandatory CPL reporting requirements for practicing Candidate members was largely completed in 2021 and is now fully in place as of 2022.

We continue to be pleased to see a strong, successful level of compliance with CPL activity and reporting requirements by members in 2022 and appreciate that there were no significant compliance issues stemming from the random reviews that were undertaken in the past year. Like in previous years, the most common CPL reporting issues arising were minor, and usually reflected: a simple need to provide additional or clarifying information in reporting some activities; the inadvertent mis-categorization of some CPL activities during the reporting process; or the need to ensure that applicable Learning Units were clearly and properly tracked and reported. Based on the experience and knowledge gained from these regular reviews the Committee again used the outcomes for an updated 'lessons learned' article in *Planning West* magazine, helping members know and understand the most common challenges and errors that occur with CPL reporting.

The Committee continued moving forward with work examining the enhancement of the CPL reporting system to incorporate specific requirements for required ongoing learning in key, essential topics over time, with an initial focus ethics and professionalism. In anticipation of an eventual requirement for professional members to undertake and report a reasonable, minimum amount of ongoing professional learning in ethics and professionalism every few years the Committee engaged a student intern, Neha Nair, in 2022 to assist with researching and helping to develop a new professional learning webinar in ethics. This work continues into 2023 and includes seeking input and further content for

the new webinar from the Institute's Professional Conduct Review Committee. The Committee also undertook work to explore how to consider and recognize applicable CPL credit for some certification activities undertaken by Candidate members going through the certification process.

#### **GENERAL MEMBERSHIP ISSUES:**

The Committee continued its work in 2022 to monitor and enforce required time limits for various members to complete membership requirements and/or move forward to the next applicable membership category, as stipulated in the Institute's bylaws. The Committee also continues to review and consider the normal, occasional requests from individual members facing unique and extenuating circumstances related to membership time limits, requests for leave from active membership, CPL reporting, and other related issues on a case-by-case basis, as appropriate from time to time.

#### **COMMITTEE THANKS:**

The Institute's membership certification and professional standards activities could not be completed each year without the valuable time and effort contributed by so many volunteer PIBC members engaging through the many membership-related roles and tasks each year. Our thanks are extended to all the volunteer members who served on the Professional Standards & Certification Committee in 2022.

Sincere appreciation and thanks are also extended to those many volunteer members who review membership materials, act as examiners and accreditation reviewers, as well as those many, many RPP members who serve as mentors and sponsors for Candidate members completing the certification process across BC and Yukon. These many volunteer efforts contribute greatly to the resiliency, strength, and future of the planning profession. Finally, in addition to the long list of volunteers, the membership work could not be accomplished without the effort and support of PIBC staff, and those working nationally at the PSC and PSB. Thank you all.