

# PROFESSIONAL STANDARDS & CERTIFICATION:

The Institute’s Professional Standards & Certification Committee manages and oversees the Institute’s membership certification work and activities. This includes membership certification standards and processes, as well as monitoring and continuous professional learning (CPL) reporting. This 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 membership transfers, temporary leave from active membership etc.). Kenna Jonkman RPP, MCIP and Zoë Morrison RPP, MCIP continued as Co-Chairs of the Professional Standards & Certification Committee throughout 2024.

## MEMBERSHIP APPLICATIONS & ADMISSIONS:

Membership activities continued to be busy in 2024. During the year, the PIBC processed approximately 450 membership applications, admissions, transfers, membership status changes, and other membership actions. This included 188 admissions into Corporate membership categories and 153 Non-Corporate membership admissions.

**PIBC MEMBERSHIP:**

At December 31, 2024 the total (estimated) Institute membership was as follows:

Corporate Membership:		Non-Corporate Membership:	
Certified (RPPs) *	1,235	Retired **	55
Fellows (Practicing RPPs) *	21	Pre-Candidate	119
Candidate *	353	Student	342
		Honourary	10
<b>Total:</b>	<b>1,609</b>	<b>Total: ***</b>	<b>526</b>

**TOTAL MEMBERS: 2,135**

**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 increase in total members. There was a 2.5% increase in the net number of professional (Corporate) members, with a 2.8% increase in the net number of Certified Members (Registered Professional Planners).

PIBC admitted a total of 82 new Registered Professional Planners (RPPs) in 2024, following the successful completion of the certification process. Additionally, new Candidate members continued to join throughout the year. A small number of other Candidate members ceased to be members during 2024 due to the expiry of their prescribed time limits to remain a Candidate and complete certification. There was a total of 106 new Candidate members admitted, reinstated, or transferred in 2024.

In terms of Non-Corporate membership, the net total number of Retired members decreased, while the number of Pre-Candidate members increased in 2024. The number of Student members grew in 2024 by 5.2%, supported by

continued policies for waiving annual student membership fees. As occurs annually, a number of Student members ceased to be members due to the expiry of prescribed time limits on their eligibility to remain as student members.

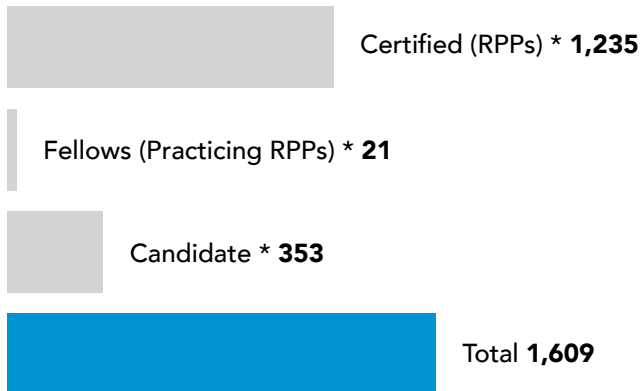
## MEMBERSHIP CERTIFICATION:

The national Professional Standards Board for the Planning Profession in Canada (PSB) continued its work on behalf of PIBC 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 2024, 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. As previously reported, the national professional examination continues to be delivered remotely by the PSB twice each year, through an invigilated process.

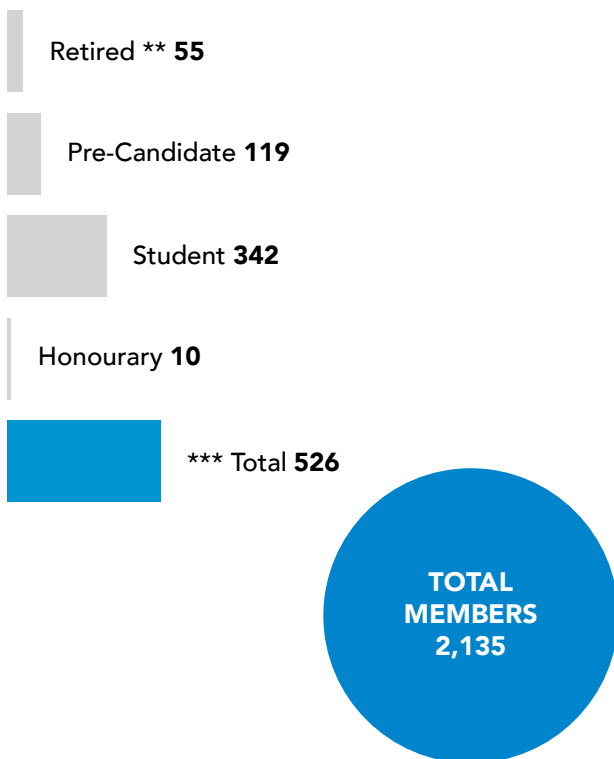
# Membership Numbers By Member Type & Category

At December 31, 2024 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

## PROFESSIONAL STANDARDS & NATIONAL COORDINATION:

It was a year of substantial transition for national professional standards for the planning profession in Canada. In the summer of 2024, a new model and structure for the collaborative development and maintenance of our shared national professional certification and university accreditation standards was developed and adopted by CIP and the provincial and territorial professional planning institutes and associations across Canada (including PIBC).

The previous stand-alone national Professional Standards Committee (Standards Committee, or SC), which was established in 2012 to oversee shared national standards on behalf of the planning profession across Canada was wound down, and its functions and responsibilities have now moved to a new committee of the national Professional Standards Board (PSB). This new arrangement will better resource, support and coordinate the important national professional standards work, enabling the advancement of key work in this area related to updated professional competencies, the definition of planning, finalization of an up-to-date comprehensive national professional standards policy manual, and more.

As noted, the PSB continued its ongoing 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 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. The PSB delivered both sittings of the national professional examination in the Spring and Fall of 2024. A total of 86 PIBC Candidates participated over both offerings of the exam.

## CPL REPORTING REQUIREMENTS FOR MEMBERS:

Overseeing the policies and administration of the Institute's mandatory Continuous Professional Learning (CPL) and reporting requirements, as mandated in the Institute's bylaws, is another key responsibility of the Professional Standards & Certification Committee. Key activities in this area in 2024 included continued implementation of a consistent and structured process for monitoring CPL compliance, including randomly selected periodic reviews of individual members' annual CPL reporting (along with associated follow-up) to help ensure and assist members with compliance.

We continue to be pleased to see high levels of compliance with CPL activities and reporting requirements by members in 2024. The Institute appreciates that there were no

significant compliance issues stemming from the random reviews that were undertaken in the year. As in previous years, the most common CPL reporting issues arising were minor. There were a number of recurring themes identified as part of the CPL reporting review process, such as:

- Unduly vague descriptions of un-structured activities.
- Reporting conference activities as one item instead of reporting of each specific conference session, workshop or program component attended.
- Over-reporting Learning Units (LUs) for some unstructured activities.

The 2024 edition of 'Takeaways from the Annual Continuous Professional Learning Review' was published in the Winter 2024 issue of *Planning West* magazine. This periodic update article reported out on the reviews undertaken of 2023 member CPL reporting, and to help members understand and address common errors that are identified during the CPL reporting process. Additionally, the Committee completed development of the "CPL Quick Reference Guide", a one-page reference guide highlighting the most common types of CPL activities and their associated maximum applicable learning units (LUs), as a quick reference tool.

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. The Committee are currently developing updates to the CPL system guide as part of this process.

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

The Committee continued its work in 2024, monitoring and enforcing the stipulated time limits for various members to complete membership requirements and/or move forward to the next applicable membership category, as outlined in the Institute's bylaws. As is normally the case each year, the Committee continues to review and consider occasional requests from individual members facing unique and extenuating circumstances related to membership time limits, requests for leave from active membership, CPL reporting requests, and other related issues on a case-by-case basis, as appropriate.

#### **COMMITTEE & VOLUNTEER THANKS:**

The Institute's membership certification and professional standards activities rely heavily on the dedication and significant contributions of the many volunteer members carrying out the many membership-related roles and tasks each year. We sincerely thank all those who generously gave their time and effort in 2024, especially those who served on the Professional Standards & Certification Committee.

We extend our heartfelt and sincere appreciation to the many dedicated volunteer members who contribute their time and expertise in various roles—reviewing membership materials, serving as examiners and accreditation reviewers, and acting as mentors and sponsors for Candidate members throughout BC and Yukon (and beyond) as they progress through the certification process. Your efforts are instrumental to the ongoing success and advancement of the planning profession. In addition to our valued volunteers, we also acknowledge and thank the support of PIBC staff, as well as those working nationally with the PSB. Thank you all.

