Terms of Reference – Community Safety and Well-Being Advisory Committee

1.0 Mandate

The Community Safety and Well-Being Advisory Committee (CSWBAC) will identify and coordinate opportunities for stakeholder and community engagement and provide community input on matters relating to the City of Pickering Community Safety and Well-Being (CSWB) Plan.

The CSWBAC will support City staff in the implementation, monitoring, evaluation, and reporting of the City of Pickering CSWB Plan (2024-2029), and provide advice and recommendations regarding emerging community needs, priorities, and opportunities to improve community safety and well-being outcomes.

The Committee will also support community engagement and planning activities related to future CSWB Plans.

The Committee will support a Homelessness Subcommittee comprised of members and external stakeholders. The Subcommittee will work in collaboration with Durham Region and community partners to identify priorities and support initiatives related to homelessness, including programs, services, training, events, and community engagement.

The Subcommittee will provide advice and recommendations regarding system gaps, service needs, emerging trends, and opportunities related to homelessness, mental health, substance use, food insecurity and transitional and supportive housing within the City of Pickering.

2.0 Goals, Objectives and Responsibilities

CSWB Planning is required under the Community Safety and Policing Act, 2019. The legislation requires municipalities to develop, implement, review, and update CSWB Plans in collaboration with community partners and stakeholders. As a lower-tier municipality within Durham Region, the City of Pickering plays an important role in supporting implementation of the Region of Durham CSWB Plan while advancing local priorities and initiatives that address community needs. The City's CSWB Plan identifies local actions that promote safer, healthier, and more connected communities through collaboration, prevention, early intervention, and community engagement.

Committee responsibilities include:

a) Provide advice and recommendations to staff on CSWB priorities, initiatives, and policies;
b) Promote community awareness, engagement, and collaboration related to CSWB;
c) Identify emerging community safety and well-being issues, trends, and

opportunities and provide recommendations to address them;
d) Encourage and promote effective communication between Durham Region, community organizations, residents, businesses, and the City;
e) Foster relationships with stakeholder organizations and community partners;
f) Advocate for the value and benefits of CSWB initiatives;
g) Review and update the Terms of Reference for the Committee, as required; and
h) Report annually to Council on the Committee's accomplishments and priorities for the upcoming year.

The CSWBAC will **not** be responsible for the following:

1. Program delivery;
2. Budget approval;
3. Day-to-day operations of City-owned facilities and programs; and
4. Administrative matters including direction given to staff.

3.0 Composition

The CSWBAC shall have a membership of up to 10 Citizen Appointments selected from the public. Citizen Appointees must reside in Pickering and represent a broad range of interests, backgrounds, and experiences, and perspectives related to CSWB.

The CSWBAC will include the following as voting members:

- One youth (18 years old – 25 years old);
- One senior (over 65 years old); and
- A minimum of two members from each municipal ward.

The CSWBAC may also include participation from representatives of Stakeholder Organizations. Representatives from Stakeholder Organizations shall not be voting members on the CSWBAC. The following Stakeholder Organizations will be invited to participate by providing one Representative to sit on the CSWBAC:

- Durham Regional Police Service
- City of Pickering Fire Services
- Christian Faith Outreach Centre
- Durham Community Health Centre
- DARS Inc.
- The Ajax Hub
- The Region of Durham
- Community Food Bank

The Committee will include participation of one member of Council as a non-voting member. The CSWB Advisor, or designate, shall serve as the staff Liaison for the CSWBAC.

The term of the CSWBAC shall coincide with the term of Council. The Committee's mandate, structure, and Terms of Reference shall be reviewed at the commencement of each Council term and amended as required.

4.0 Member Qualifications

Qualifications include skills, knowledge, professional experience, volunteer experience, lived experience, or community involvement relevant to Pickering CSWB priorities. Membership will be sought based on demonstrated interest, understanding and commitment to advancing CSWB within the City of Pickering.

5.0 Meeting Schedule

The CSWBAC meets quarterly, on a set week and day to be determined by the CSWBAC at its first meeting of the term. The meetings shall commence at 7:00 pm.

Established meeting dates and times shall not be changed unless circumstances warrant special consideration.

During the Municipal election year, meetings shall not be held after September 30th unless determined by the CSWBAC that a meeting is necessary to meet the mandate or work plan of the CSWBAC.