

COMMUNITY-BASED PUBLIC SAFETY TASK FORCE

TERMS OF REFERENCE

1. PURPOSE STATEMENT

Maintaining Calgary's consistent ranking as a great city within which to live will require commitment that ensures we are addressing social, environmental, and economic pillars of success in city-building, including public safety. The recommendations of the Community-Based Public Safety Task Force will support a broad, community-driven and community-owned, collaborative approach to gang and gun violence, built upon the strong foundation of established policies for efficient and effective policing. Community-Based Public Safety Task Force recommendations will encourage community partnerships that create safe and inspiring neighbourhoods where all citizens feel secure and are welcome to participate in the social, cultural, and economic life of the city.

2. AUTHORITY

The Community-Based Public Safety Task Force is advisory in nature and as directed by Notice of Motion PFC2020-0120 will provide Council with recommendations relating to community concerns around violence but will not have the authority to direct the activities of Council, the Calgary Police Commission, or the Calgary Police Service.

3. MANDATE

To (a) Review existing prevention programs and services locally and in other relevant jurisdictions;

(b) Listen to the community and identify positive actions underway, gaps, challenges and issues with existing programs and services; and

(c) Report back to Council with a summary of what was heard from the community and actionable recommendations with a focus on prevention related to community concerns around violence, including gang and gun violence.

4. TERM

The Community-Based Public Safety Task Force is expected to report back to Council in 2021 Q1 with a summary of what was heard from the community and actionable recommendations with a focus on prevention related to community concerns around violence, after which the task force will be disbanded.

5. FUNCTIONS

The Community-Based Public Safety Task Force is established to:

- (a) Develop a work plan and a timeline to guide Community-Based Public Safety Task Force work;
- (b) Liaise with members' respective agencies to support the identification of current programs, services, trends, and data providing members with a consistent overview. Members may be asked to bring forward existing reports from their organizations to inform all participants, but organizations will not be

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- expected to conduct additional analysis or reporting, although may do so voluntarily.
- (c) Conduct a jurisdictional scan to identify programs and evidence that could be relevant locally;
 - (d) Identify and approach external subject matter experts whose testimony or existing work would be beneficial to the work of the Community-Based Public Safety Task Force;
 - (e) Receive and review input and presentations from the community and academia;
 - (f) Hold public consultations, at the call of the Chair, to engage directly with communities throughout Calgary on their experiences with current programs and services and to identify gaps;
 - (g) Request information, available in existing reports and documentation, through Community-Based Public Safety Task Force members that would assist in evaluating current prevention programs;
 - (h) Report to Council with advice and recommendations addressing community concerns around violence, with a focus on prevention.

6. MEMBERSHIP

The Community-Based Public Safety Task Force will be representative of a diverse group of stakeholders. Participants will serve on a voluntary basis and be comprised of up to 14 members representing the following:

- (a) Calgary Police Commission (1)
- (b) Calgary Police Service (1)
- (c) Local Service Agency (2)
- (d) Calgary Board of Education (1)
- (e) Community Leaders (3)
- (f) Indigenous Community (1)
- (g) Academia (1)
- (h) Appointed Member/Representative of the Federal Government from the Calgary area (1)
- (i) Member of the Legislative Assembly from the Calgary area (1)
- (j) Councillor Chahal is the Chair and central point of contact for the Community-Based Public Safety Task Force
- (k) Mayor Nenshi is appointed to the Community-Based Task Force ex-officio

7. MEETINGS

- (a) Meetings will be held based on an agreed upon schedule, and/or at the call of the Chair.
- (b) The Committee shall meet a minimum of four (4) times prior to the production of final recommendations to be presented to Council.
- (c) A quorum for a meeting of the Community-Based Public Safety Task Force shall be eight (8) members. Members may send a designate at the approval of the Chair.

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- (d) The agenda consistent with the scope and mandate of the Community-Based Public Safety Task Force shall be prepared by the Chair.
- (e) Community-Based Public Safety Task Force meetings will be conducted in public unless the meeting may or must be closed to the public, pursuant to FOIP Act requirements.
- (f) Minutes of the meetings of the Community-Based Public Safety Task Force shall be recorded.

8. GENERAL TERMS & CODE OF CONDUCT

(a) Decorum and Debate

Community-Based Public Safety Task Force members are expected to prepare for meetings by reading through their agenda materials ahead of time, arriving to the meeting on time and being respectful of others' thoughts and opinions.

(b) Recommendations and Decision-making

It is desirable that recommendations are acceptable to all Community-Based Public Safety Task Force members, but in circumstances where a consensus cannot be achieved, decisions will be made by a majority vote.

(c) Communication Channels

Community-Based Public Safety Task Force members will be the primary point of contact for their respective agencies and will manage questions, consultation, and requests for information.

(d) Attendance and Participation

Members must devote the necessary time and effort to prepare for meetings and provide feedback in keeping with the Community-Based Public Safety Task Force mandate.

(e) Authority and Reporting

The Community-Based Public Safety Task Force and its members will not represent themselves as having any authority beyond that delegated in the terms of reference.

(f) Conflict of Interest

Community-Based Public Safety Task Force members are expected to provide objective perspectives and perform functions that will not place or be seen to place them in real or perceived conflict with the mandate and scope of the task force. Community-Based Public Safety Task Force members must not have private interests that could be affected by final recommendations.

(g) Confidentiality

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It is the policy of The City of Calgary to encourage clear and effective communication with all Community-Based Public Safety Task Force members, stakeholders, and members of the public. Community-Based Public Safety Task Force members will not release information obtained through the position that is not generally available to the public or use it to further private interest or those of friends, relatives, or colleagues. Any use of social media must, as with all other forms of communication meet tests of credibility, privacy, authority and accountability.