



CITY OF CALGARY
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Calgary  **Previous Direction**

2015 November 09, CPC:
 Create a working group or similar entity that examines the evolution of Community Associations and Residents Associations over time in an effort to identify appropriate roles as they apply to community building.
 Recommendation 3, CPC2015-182

2016 February 03, SPC on CPS:
 Council refer this report and recommendation to Administration to report back to SPC on CPS, by no later than 2016 June 01, with:

- Terms of Reference for a Steering Committee
- Engagement Plan
- Implications to the Work Plan and Timeline

CPS2016-0107

31/05/2016 2

Task Force Terms of Reference

- Mandate – offer strategic advice
- Diverse membership – 13 members
- Appointment – Organizational Day 2016
- Term of appointment – until end of project

Engagement Strategy

Engagement Objectives:

- Guide contributions and participation
- Commitment to involve stakeholders
- Respect time, effort and contributions of stakeholders

Engagement Avenues:

- 1:1 meetings and interviews
- Task Force participation
- Project Team meetings
- Additional avenues to be determined

Highlights of the Work Plan & Timelines

2016 Q3

- Project Research and Preparation

2016 Q4

- Task Force Forms and Members appointed
- Identify Project Team/s

2017 Q1 - Q4

- Develop Proposed Future State
- Engagement
- Task Force Meetings
- Regular updates as required

2018 Q1

- Final Report and recommendations to SPC on CPS

Recommendations

1. Approve the formation of the Community Representation Framework Task Force
2. Adopt the Community Representation Task Force Terms of Reference (Attachment 1)