

## TERMS OF REFERENCE

### Regina Inner City Community Partnership Steering Committee (RICCP)

#### Mission

To work with the community in achieving the community's vision as outlined in the Report on the Community Vision and Action Plan.

The RICCP is a partnership of the levels of government, public entities, the community, and the business community, working with a community development approach to address the priority areas identified in the Community Vision and Action Plan. The initial priorities for focused collaboration under the RICCP are housing, safety and crime prevention, and employment.

The RICCP will enhance the impact of individually mandated activities through collaboration on the key priorities and through the removal of operational, policy, regulation and legislative barriers to advance the community's vision.

#### Committee Composition

The Committee shall be comprised of designated representatives of:

- North Central Community Association
- Service Canada
- Saskatchewan Community Resources and Employment
- City of Regina
- Regina Police Service
- Regina Public School Board
- Regina Catholic School Board
- Regina Qu'Appelle Health Region
- Regina Chamber of Commerce
- Regina Treaty Status Indian Services
- United Way of Regina

One alternate may be identified by each organization.

Other members may be added as determined appropriate by the Steering Committee.

Committee members will be responsible for keeping alternate members informed in order

to ensure consistent and meaningful participation. Members may ask colleagues with specific expertise to support their participation at partnership meetings.

### **Executive Management Committee**

Political leadership on the establishment of the RICCP has come from federal, provincial, and municipal orders of government. Senior management of Service Canada, DCRE, and City of Regina, Community Services and Regina Police Service are accountable for progress on the inner city vision and collaboration to their respective leadership. The Executive Management Committee of the RICCP will ensure ongoing support to the momentum and progress of the RICCP effort.

The Executive Management Committee will be comprised of:

- President of the North Central Community Association
- Regional Director General, Service Canada
- South West Director of Community Resources and Employment
- Chief of Police, Regina Police Service
- Director of Community Services, City of Regina
- Chairs of Sub-Committees established by the RICCP Steering Committee.

### **RICCP Steering Committee**

The RICCP steering committee will:

- Provide interjurisdictional leadership on inner city issues and opportunities
- Ensure principles of community development on the involvement of community members are key elements of actions to be undertaken
- Ensure effective and appropriate communications with all stakeholders throughout the partnership process
- Provide a single window for discussion and resolution of policy and program and structural issues affecting the inner city
- Identify and support linkages to other partners both within and outside the inner city
- Strive to improve outcomes in the inner city
- Provide strategic direction to the North Central Community Facilitator
- Appoint and direct working groups as necessary

### **Role of the North Central Community Facilitator**

The Community Facilitator will:

- Work with the community to ensure the Action Plan moves forward

- Bridge the identified objectives of the community with the focus on housing, safety and crime prevention, and employment
- Act as a conduit for information to build the community's understanding of the impact of potential activities and the systems which support those activities
- Inform the RICCP steering committee on an ongoing basis of community concerns and suggest options/strategies for decision by the RICCP
- Coordinate community level activities
- Bring forward what is working, or not, to the RICCP for discussion
- Using the North Central Vision and Action Plan and the focus of the RICCP, identify overlap and establish a work plan for tangible progress in the community
- Gather information on recommendations in the Action Plan and analyze for pros cons leading to a response to the community

### **Working Groups/Sub-Committees**

On occasion, the RICCP may determine that further analysis and development of options are required in order to progress on elements of the community vision. At that time, a working group or subcommittee may be struck. These groups will be established with a specific mandate set by the RICCP and for a finite period.

Additional participation of members and other community stakeholders may be required to undertake these activities.

### **Term**

Partnership composition and these Terms of Reference will be reviewed on an annual basis and amended as necessary.

### **Conflict of Interest**

Where a committee member finds themselves in a conflict of interest regarding any item of business, those members will make it known to the committee.

### **Meetings**

A quorum of the Steering Committee constitutes 50 per cent plus one of committee members present. The committee will identify frequency of meetings providing for adequate notice to ensure the fullest participation of members. Ad hoc meetings may be required from time to time.

### **Secretariat**

The chair will provide coordination, facilitation, other administrative support.