

## Attachment A



### **TERMS OF REFERENCE**

#### **PUBLIC SAFETY COMMITTEE**

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#### **PURPOSE:**

The purpose of the Public Safety Committee (the Committee) is to provide a forum for engaged citizens to discuss concerns and propose solutions that would serve to enhance safety and security within the City of Nanaimo. The Committee will advise Council on strategic and policy initiatives related to the City's provision of public safety programs with a goal of maintaining and enhancing a safe and healthy community.

The Committee will:

- Discuss and provide recommendations to Council related to:
  - residential and commercial business safety
  - public nuisance matters
  - graffiti and vandalism
  - vehicular crime
  - traffic safety
  - enhancing public safety and security
  - fire safety
- Review and provide recommendations to Council regarding community safety concerns
- Receive information from groups and agencies dedicated to community safety, including the Nanaimo RCMP, Nanaimo Fire Rescue and City of Nanaimo Bylaw Services
- Support advocacy work relating to public safety including integrated enforcement, social responses and the protection of vulnerable persons
- Discuss issues referred to the Committee by Council, the CAO, GM's or Directors
- Work with Council to increase public awareness and education on matters related to public safety and security

#### **MEMBERSHIP:**

The Committee shall be comprised of nine (9) voting members:

- Two (2) members of Council
- Seven (7) members-at-large

## **ELIGIBILITY:**

The members at large shall be appointed by resolution of Council and all residents are eligible to apply. Members of the Committee shall:

- Reflect a broad cross-section of City of Nanaimo residents
- Be appointed on the basis of their availability, experience and expertise and not as formal representatives of particular organizations
- Have no conflict of interest with Council or the Committee and should advise the members when a potential conflict may exist on a specific issue and recuse themselves

Preference may be given towards individuals who have skills and experience in social community services, emergency planning, Canadian Justice services, fire services, protection services, enforcement or prevention services.

## **TERM:**

The Term of the Committee will match Council's term in office.

## **MEETING FREQUENCY:**

Meetings will be held once every two months. In addition to regularly scheduled meetings, the Committee can meet upon call of the Chair.

## **STAFF SUPPORT:**

The following City Departments may provide support to the Committee in accordance with the ***City of Nanaimo Committee Operating Guidelines***:

- Office of the Chief Administrative Officer
- Legislative Services and Communications
- Parks, Recreation and Culture
- Engineering and Public Works
- Community Planning
- Nanaimo Police Support Services
- Nanaimo Fire Rescue & Emergency Management
- Bylaw and Parking Services
- Other Staff as required

## **OBSERVERS & COMMUNITY SUPPORTS:**

Non-voting representatives may be invited to attend the meeting specific to topics of shared interest. All regular meetings are open to the public.