

DATE OF MEETING OCTOBER 23, 2023

AUTHORED BY SHEILA GURRIE, DIRECTOR, LEGISLATIVE SERVICES

SUBJECT PUBLIC SAFETY COMMITTEE TERMS OF REFERENCE

OVERVIEW

Purpose of Report

To provide the Governance and Priorities Committee with a proposed Terms of Reference for a City of Nanaimo Public Safety Committee.

Recommendation

That the Governance and Priorities Committee recommend that Council adopt the Terms of Reference for a Public Safety Committee (as attached to the report dated 2023-OCT-23, titled "Public Safety Committee Terms of Reference") and direct staff to commence with advertising for membership.

BACKGROUND

Select committees are formed by the whole of Council to consider or inquire into any matter and report their findings and opinions to Council. Select committees allow Council to receive advice, ideas and feedback from persons other than Council members and staff. The decisions of all committees are subject to approval by Council.

City of Nanaimo committees must adhere to the Committee Operating Guidelines, "Code of Conduct Bylaw 2022 No. 7348", and the Terms of Reference for the committee. The Terms of Reference (TOR) for each Select Committee establish the committees' purpose, membership structure, eligibility, representation, meeting frequency and staff support.

During the 2023-MAY-01 Regular Council Meeting Council directed staff to strike a Public Safety Committee and consult with Police, Fire, Bylaw and the Community Safety Officers to develop the TOR.

DISCUSSION

A draft Terms of Reference is attached for Council's consideration (Attachment A).

The purpose of the Public Safety Committee would be to:

1. 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.
2. 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.

If the proposed TOR is endorsed by Council, staff will begin advertising for committee membership and prepare a meeting schedule. |

OPTIONS

1. That the Governance and Priorities Committee recommend that Council adopt the Terms of Reference for a Public Safety Committee (as attached to the report dated 2023-OCT-23, titled "Public Safety Committee Terms of Reference") and direct staff to commence with advertising for membership..
 - The advantages of this option: A Public Safety Committee would encourage residents and businesses to engage with the City on ways to improve and promote increased safety in the community.
 - The disadvantages of this option: None determined at this time.
 - Financial Implications: Staff time to administer and provide technical support to Council committees. These costs fall within anticipated staffing levels and have no additional impact on budget currently.
2. That the Governance and Priorities Committee provide alternate direction. |

SUMMARY POINTS

- During the 2023-MAY-01 Regular Council Meeting, Council directed staff to strike a Public Safety Committee, and through consultation, draft Terms of Reference.
- If the proposed Terms of Reference are approved, staff will begin advertising for membership on the committee.

ATTACHMENTS:

Attachment A – Draft Public Safety Committee Terms of Reference. |

Submitted by:

Sheila Gurrie
Director, Legislative Services |

Concurrence by:

Dale Lindsay
CAO