

Reconciliation, Social Inclusion and Engagement Task Force

Terms of Reference

Task Force Name	Reconciliation, Social Inclusion and Engagement
Purpose	<p>The purpose of the Reconciliation, Social Inclusion and Engagement Task Force is to provide recommendations and advice to City Council on issues relating to:</p> <ul style="list-style-type: none"> • New Westminster’s initiatives to advance Reconciliation with local First Nations and Indigenous peoples; • Supporting and facilitating social equity and inclusion for under-represented groups and vulnerable populations; • The City’s Public Engagement Strategy and development of public engagement tools and practices that are accessible to, and reflective of, the entire community.
Mandate	<p>The role of the Reconciliation, Social Inclusion and Engagement Task Force is to review and provide recommendations and strategic advice to City Council on:</p> <ul style="list-style-type: none"> • Establishing and maintaining mutually respectful relationships between the City and local First Nations and Indigenous peoples; • Supporting existing and proposing new initiatives to further the City’s reconciliation of its past relationships with Indigenous peoples; • Raising awareness of the harm that has been inflicted on Indigenous peoples as a result of Canada’s historic relationships with them; • Raising awareness about the importance of social equity and inclusion; • Identifying and addressing discriminatory and exclusionary City policies and practices; • Supporting existing, and proposing new, initiatives to facilitate social equity and inclusion; • Reviewing and updating the City’s Engagement Strategy; • Developing new engagement tools and guidelines for staff; • Establishing approaches for collecting demographic information from engagement participants;

	<ul style="list-style-type: none"> • Implementing approaches for reaching and including residents and groups who do not typically participate in City engagement processes; • Reviewing and updating related plans and policies.
Members	<ul style="list-style-type: none"> • Three Members of Council • Chief Administrative Officer • Manager of Public Engagement • Manager of Museums & Heritage Services • Supervisor of Community Planning • Director of Development Services • City Clerk • New Westminster Library Manager of Programs and Community Development (proposed but not confirmed) • NW Police representative • Manager of Intergovernmental and Community Relations (as required) • Manager of Economic Development & Communications (as required) • Senior Manager of Recreation (as required) • Manager of Community Arts & Theatre (as required) <p>In the event a member is unable to attend, they may send an alternate.</p> <p>Depending on the agenda items additional staff, representatives from other organizations or consultants may be invited.</p>
Chair	The Mayor, if a member, or one Council member, appointed by Council for a one year term.
Meeting Frequency	At least every two months, or at the call of the chair.
Reporting	<p>Reports:</p> <ul style="list-style-type: none"> • Semi-annually to Council • Minimum 24 month work plan to be included in the first semi-annual report • Subsequent report based on adopted work plan, or need for specific action as required. <p>Receives reports from:</p> <ul style="list-style-type: none"> • Staff

	<ul style="list-style-type: none"> • Reconciliation, Social Inclusion and Engagement Advisory Committee • Other City Advisory Committees
Governance	Community Charter Section 143
Rules of Procedure	<p>Committee procedures are governed by:</p> <p>11. New Westminster Council Procedure By-law No. 6910, 2004.*</p> <p>12. "Rules of Conduct: Standing Committees and Advisory Bodies" provided to members and available on the City's website.*</p> <p><small>*This refers to the most recent version</small></p>