

COMMUNITY AND SOCIAL ISSUES COMMITTEE

Terms of Reference

Mandate:

The role of the Community Social Issues Committee is to promote social policies and community programs which contribute to the general health, welfare and quality of life of the residents of New Westminster.

The Community Social Issues Committee shall fulfil this role by:

1. Serving as a liaison between Council, civic committees and the broader community.
2. Advising and informing Council on the City's social development issues and community needs.
3. Facilitating discussion and examining local social issues with the public by receiving submissions on relevant social matters from individuals or groups.
4. Commenting on local social planning goals, objectives, policies and priorities as determined by Council, including consideration of the social implications of the Official Community Plan.
5. Assisting staff to monitor and identify social trends and issues in the City.

Voting Members:

The Committee shall consist of 12 members as follows:

- Members of City Council (1)
- Representatives from the community (9)
- Representative from the School Board (1)
- Representative from Fraser Health Authority (1)

Staff Advisors:

- Representative from the Victim Assistance Department, Police Service, and
- Representative from the Development Services (Planning Division)

Term:

The term for all voting members appointed by City Council will be the period from February of the year to January of the following year.

Chair:

The member of City Council shall be designated Chair. At the first meeting of the year, voting members shall elect an acting chair from its membership to preside over meetings when the Chair is absent.

Attendance:

Members shall advise the Recording Secretary of their intent to attend or to be absent from a meeting. Any member who is absent from three consecutive meetings of the Committee, or in excess of one-third of all meetings over any six month period, without leave of absence from the Committee, or a reason satisfactory to the Committee, shall by Committee resolution, cease to be a member of the Committee. The City Council shall have the power to remove any member of the Committee from office at any time.

Quorum:

A quorum shall consist of half the voting members plus one.

If a quorum is not present within 30 minutes following the time at which the meeting was to commence, the Recording Secretary shall record the names of the members present at the meeting, and the meeting shall stand adjourned.

Rules of Procedure:

Committee procedures shall be governed by:

1. The Council Procedure Bylaw; and
2. The “Rules of Conduct: Standing Committees and Advisory Bodies” provided, and as revised from time to time.

Adopted: Inaugural Meeting of Council, December 7, 1998

Amended: Regular Council, May 5, 2003

Amended: January 16, 2006

Amended: January 12, 2015

Amended: April 13, 2015

Amended: January 18, 2016 (temporary amendments)

TOR reverted back to April 13, 2015 version on February 1, 2017