

# Attachment 1

## Brampton Community Safety Advisory Committee Terms of Reference

The Brampton Community Safety Advisory Committee (BCSAC) reports to Council through the Community Services Section of Committee of Council. The Advisory Committee aims to raise awareness, advise, and stimulate action to serve as a resource to Council on matters pertaining to community safety and well-being in the City of Brampton. The focus of the Advisory Committee aims to operate at a neighbourhood level aligning with the [City of Brampton Community Safety Action Plan 2022-2027 \(Action Plan\)](#) and its identified direction and areas of focus. The Action Plan is an intergovernmental priority identified during the 2018-2022 Term of Council, supporting the strategic direction that Brampton is a healthy and safe city.

### 1. Composition

The Advisory Committee will be comprised of a minimum of 10 voting members and no more than 12 voting members including:

#### 1.1 Voting Members:

- i. A maximum of five (5) Members of Council, one (1) from each ward pairing within the City and one (1) serving as the Chair, defined as follows:
  - a. Ward 1 and Ward 5
  - b. Ward 2 and Ward 6
  - c. Ward 3 and Ward 4
  - d. Ward 7 and Ward 8
  - e. Ward 9 and Ward 10
- ii. A maximum of five (5) resident representatives, one from each ward pairing within the City, defined as follows:
  - a. Ward 1 and Ward 5
  - b. Ward 2 and Ward 6
  - c. Ward 3 and Ward 4
  - d. Ward 7 and Ward 8
  - e. Ward 9 and Ward 10
- iii. One (1) representative from Peel Regional Police
- iv. One (1) representative from the Region of Peel's Community Safety and Well-Being Office

## 1.2 Non-Voting Resource Group and Subject Matter Experts:

- i. The Advisory Committee will engage non-voting and non-quorum resources in an advisory capacity. Representation from the following (but not limited to) departments, organizations and groups will be invited to attend and participate in Advisory Committee meetings, when necessary:
  - a. Brampton Enforcement and By-Law Services
  - b. Brampton Equity Office
  - c. Brampton Fire and Emergency Services
  - d. Brampton Security Services
  - e. Downtown Brampton BIA
  - f. Dufferin-Peel Catholic District School Board
  - g. Peel Region District School Board
- ii. The Community Safety & Well-Being Office (CSWO) shall serve as staff liaison to the Advisory Committee.
- iii. The City Clerk's Office shall provide meeting management support and communication.

## 2. Terms of Office

Appointments to the Advisory Committee will be concurrent with the term of Council, ending November 14, 2026, or until successors are appointed.

## 3. Established by

Council Resolution C374-2022

## 4. Meetings

Meetings will be held quarterly, or at the call of the Chair in consultation with staff liaisons, and scheduled by the City Clerk in consultation with the Chair. Length of meetings will vary depending on the agenda.

## 5. Reporting Structure

The Advisory Committee reports to the Community Services Section, Committee of Council.

## 6. Support

Meeting management support and citizen appointments for the Committee will be supported by the City Clerk's Office, in accordance with Council's Procedure Bylaw and Citizen-based Advisory Committee Procedure.

Subject matter expertise for the Advisory Committee will be provided by CSWO to lead coordination and to facilitate Advisory Committee objectives.

## **7. Scope**

The scope of the Advisory Committee is to utilize the [Brampton Community Safety Action Plan 2022-2027](#) as the guiding document to achieve an empowered and connected Brampton where everyone feels safe, has a sense of belonging, and has their needs met.

The purpose of the Advisory Committee is to raise awareness, advise, and stimulate action in order to facilitate the reduction and prevention of issues negatively impacting community safety and well-being in the City of Brampton. The focus areas of the Advisory Committee will be on safety, awareness, and empowerment to align with the Action Plan.

## **8. Mandate**

The Advisory Committee will provide advice and recommendations to Council on:

- Community safety and well-being matters related to safety, awareness, and empowerment
- Community safety and well-being plans, studies, or initiatives of other levels of government, surrounding municipalities, and other local authorities, industry organizations, or non-governmental organizations that could affect and/or benefit the City of Brampton
- Implementation of community safety and well-being related Provincial and Federal legislation, policies, or guidelines

The Advisory Committee will:

- Serve as a forum that promotes respectful dialogue and information exchange between CSWO staff and the Advisory Committee
- Raise awareness of the Action Plan, its associated tactics, and CSWO
- Advise on the tactics outlined in the Action Plan
- Regularly participate in activities identified by CSWO
- Identify opportunities within the scope of the Action Plan
- Gather and share information from local neighbourhoods related to community safety and well-being
- Support the development of the next iteration of the Action Plan

## **9. Resident Member Requirements and Commitment**

Members shall possess the following:

- A thorough understanding of the Action Plan;
- An active participation in the coordination and/or delivery of outreach initiatives;

- Relationships with community;
- Proven organizational skills;
- Broad volunteer experience;
- Ability to regularly attend scheduled meetings;
- Ability to regularly contribute to activities and projects outside of Advisory Committee meetings;
- Ability to be involved in activities and events during evenings or weekends; and
- Ability to remain respectful and professional in all meetings and activities.