

DECISION/DIRECTION NOTE

Title: Inclusion Advisory Committee (IAC) Terms of Reference Review

Date Prepared: May 27, 2020

Report To: Inclusion Advisory Committee

Councillor and Role: Deanne Stapleton, Inclusion Advisory Committee

Ward: N/A

Decision/Direction Required: Approve Changes to IAC Terms of Reference

Discussion – Background and Current Status:

As per Section 7.2 (Meetings and Schedules) of the current Inclusion Advisory Committee Terms of Reference:

Taking into account recommendations from the Committee Chair and Council Champion, the City Clerk and Lead Staff will review Advisory Committee Terms of Reference documents every two years. The purpose of this review will be to ensure that the operations and function of each committee are still aligned with its defined purpose.

As recommendations to change the IAC Terms of Reference are suggested by committee members and the general public, the Lead staff gathers them and facilitates discussion and input from the IAC. As part of this process the IAC makes recommendations to Council regarding changes to the Terms of Reference.

The current Committee Structure is made up of:

- Coalition of Persons with Disabilities NL and the four (4) organizations that they nominated during the initial creation of the IAC including: Empower, Independent Living Resource Centre, Association for Community Living and NL Association for Deaf and GoBus
- Staff persons representing agencies relevant to persons with disabilities and persons facing other barriers to participation in the community. Efforts are made to include the following sectors/areas:
 - Hearing Barriers
 - Visual Barriers
 - Developmental and cognitive barriers
 - Visible minorities and newcomers
 - Mental Health
 - Poverty

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- Indigenous and Aboriginal
- Universal Design
- LGBTQ
- Physical and Neurological Disabilities
- Youth Representatives – at least one public member between the age of 19-35 years will be appointed or identified from existing IAC members
- Public Representatives – no more than 3 residents who are members of the inclusion community, their caregivers and/or persons facing other barriers.

Although IAC members often possess expertise in more than one area/sector it has been challenging to ensure adequate representation of all the sectors/areas mentioned in the current terms of reference. As indicated in the attached “Inclusion Advisor Committee Structure Chart” the following perspectives have been identified as needing representation on the IAC or as a working group that reports to the IAC:

- Women
- Anti-racism

Key Considerations/Implications:

1. Budget/Financial Implications: n/a
2. Partners or Other Stakeholders: IAC members, organizations and associated working groups
3. Alignment with Strategic Directions/Adopted Plans:
 - A City that moves
 - A Connected City
 - Envision
 - Recreation and Parks Master Plan
 - Open Space Master Plan
 - Affordable Housing Plan
 - 10 Year Affordable Housing Strategy
 - Healthy City Strategy
4. Legal or Policy Implications: n/a
5. Privacy Implications: n/a
6. Engagement and Communications Considerations: n/a
7. Human Resource Implications: n/a
8. Procurement Implications: n/a

9. Information Technology Implications: n/a

10. Other Implications: n/a

Recommendation:

That Council approve the following changes to the IAC Terms of Reference:

Section 3 Membership and Composition:

The Committee will be comprised of no more than 15 members representing agencies relevant to persons with disabilities and persons facing other barriers with 8 represented by the following organizations:

- Coalition of Persons with Disabilities NL (CODNL)
- Empower NL
- NL Association for Community Living (NLACL)
- NL Association for the Deaf (NLAD)
- Autism Society NL
- Association for New Canadians
- First Light NL
- CNIB

The remaining 7 will include representation from the following sectors/areas:

- Hearing Barriers
- Visual Barriers
- Developmental and Cognitive Barriers
- Visible Minorities and newcomers
- Mental Health
- Poverty
- Indigenous and Aboriginal
- Universal Design
- LGBTQ
- Physical and Neurological Disabilities
- Women
- Anti-Racism

Organizational representatives sitting on the IAC must have decision making authority with the agency that they represent.

Section 7.2 Meetings and Schedules:

Unless otherwise specified advisory committee meetings shall be held at City facilities or via accessible video/virtual meeting platforms.

Prepared by: Natalie Godden – Manager, Family & Leisure Services

Approved by: Tanya Haywood – Deputy City Manager, Community Services

Report Approval Details

Document Title:	Inclusion Advisory Committee Terms of Reference Review.docx
Attachments:	- Terms of Reference - Inclusion Advisory Committee DRAFT.doc - Accessibility and Inclusion Advisory Committee Structure 2020.xlsx
Final Approval Date:	May 28, 2020

This report and all of its attachments were approved and signed as outlined below:

Tanya Haywood - May 28, 2020 - 2:05 PM