

# **Downtown Lawlessness Reduction Task Force**

## **TERMS OF REFERENCE**

### **1. Name and Type of Committee**

Downtown Lawlessness Reduction (DLR) Task Force

### **2. Boundary**

Downtown BRZ Boundary, as identified on the attached map.

### **3. Guiding Principles**

The DLR Task Force will adhere to the following guiding principles:

1. Create a respectful and safe space for open dialogue as a collective.
2. Agree on a unified and consistent message, while honouring individual perspectives and divergent viewpoints.
3. Focus on solutions and actions while having S-M-A-R-T objectives.
4. Be curious, innovative, and analytical in our approach.
5. Be data and intelligence led as our best practice.
6. Commit to performing the work necessary to achieve our collective outcomes.

### **4. Mandate**

Members of the DLR Task Force are to collaborate on the development of a structure, stakeholder composition and resourcing requirement (if any) for a cross-functional task force on lawlessness with a mandate to:

1. Identify the symptoms and depth of lawless behaviours and their impacts in our city.
2. Identify stakeholders to strategize on responses and resourcing requirements.
3. Work collaboratively with stakeholders to identify solutions.
4. Provide recommended solutions to the membership organizations for action.
5. Develop a joint communication plan for this task force and its member stakeholders.
6. Consider how any recommendations from the task force can support and/or integrate with existing encampment, shelter and housing strategies developed and being implemented by the City of Lethbridge.

### **5. Scope of Services**

The scope of the DLR Task Force is:

1. Identify and prioritize underlying issues and recommend solutions.
2. Investigate and identify past best practices.
3. Research and identify new initiatives and make recommendations for action.
4. Identify appropriate funding and resources and recommend their required delegation, procurement and coordination for proper utilization.

5. Identify, and collaborate with, key partners to achieve the same desired outcome.
6. Advocate to local and provincial governments.
7. Provide membership organizations with advocacy topics for coordinated advocacy to other levels of government.
8. Review and make recommendations of bylaws and strategies for enforcement.

The DLR Task Force recognizes the complexity of lawlessness and social issues with the City of Lethbridge, and although there is strong correlation between lawlessness and Mental Health and Addiction and the lack of housing, the DLR Task Force will focus their efforts on the reduction of lawlessness at this time.

## **6. Composition of Membership**

The following groups participated in the creation of the Terms of Reference and will be involved with the Task Force moving forward:

- Downtown BRZ Representatives
  - Five (5) Members
- City Council Representatives
  - Two (2) Members of City Council
- Lethbridge Police Services Representative
  - One (1) Member from LPS
- Lethbridge Fire and Emergency Services Representative
  - One (1) Member from LFES
- City of Lethbridge Administration Representatives
  - Six (6) Members represented by:
    - Community Social Development (1)
    - Regulatory Services (2)
    - Opportunity Lethbridge (1)
    - Communications (1)
    - Administration (1)

A Chair and Vice Chair will be appointed from the membership.

## **7. Role of Membership**

### **Chair**

- Sets the agenda for the meetings.
- Reviews documentation for accuracy.
- Engages members for collaborative discussions.
- Builds consensus.

### **Vice-Chair**

- Will perform the duties of the Chair in their absence.

## **Members**

- Be engaged in discussions.
- Be accountable to responsibilities assigned.
- Be respectful and maintain decorum.
- Support the decisions of the DRL Task Force as a united entity.

## **8. Decision Making**

The DLR Task Force prefers decisions made through discussion leading to consensus among members.

Understanding that consensus may not be reached on all discussions, and following the guiding principles, the Chair will attempt to create consensus.

Where consensus cannot be met, a majority vote will prevail. Each collective representative will cast one vote.

## **9. Quorum / Meeting Frequency**

Quorum shall be established at all meetings, regardless of attendance, provided that one representative from three of the five sectors is present.

Meetings shall be scheduled bi-weekly (every second week).

## **10. Review of Terms of Reference**

These Terms of Reference shall be reviewed six (6) months after approval.

## **11. Resources**

Administrative support will be provided by the City of Lethbridge.

## **12. Communication**

A summary of the meetings, approved by the Chair, will be provided to Corporate Communication to distribute appropriately.

Downtown Lawlessness Reduction (DLR) Task Force Boundary

