

## PROPOSED ADVISORY COMMITTEE TERMS OF REFERENCE

### INTERNATIONAL DECADE OF PEOPLE OF AFRICAN DESCENT

#### PURPOSE

The City of Victoria, has acknowledged and recognized the International Decade of People of African Decent 2015-2024 for the purpose of promoting respect, protection and fulfillment of all human rights and fundamental freedoms of people of African descent, as recognized in the Universal Declaration on Human Rights. In order to advance this commitment, the City of Victoria is establishing a new advisory committee to support the three themes of the Decade as follows:

**Recognition:** Support efforts to recognize and celebrate the contributions of Black Victorians as part of the City's contributions to mark the decade.

**Justice:** Support efforts to promote equitable outcomes for Black Victorians on issues relating to policing. Designing, implementing and enforcing effective measures to eliminate the phenomenon popularly known as “racial profiling” and eliminating institutionalized stereotypes concerning people of African descent.

**Development:** Support efforts for positive outcomes for Black Victorians in areas of housing, employment and entrepreneurship.

#### ROLE OF THE COMMITTEE

The role of the IDPAD Advisory Committee is to provide Council with recommendations on the following:

- i) The recommended approach to implementing the IDPAD proclamation within the City of Victoria and community at large, including the development of a 3-year action plan;
- ii) Receive and communicate out City activities and updates related to the IDPAD implementation to “parent” organizations the member represents, where applicable;
- iii) Best practices to raise awareness in the general public about the heritage and culture of people of African descent and around the IDPAD broader goals and actions;
- iv) Advise Council on emerging issues and trends of significance to Black communities as they relate to City services and programs through semi-annual reports;
- v) How to ensure the interests and needs of Black communities are reflected in City programs and service delivery.

The committee is also expected to engage people of African descent and other community members through a series of at least three (3) public workshops and one (1) town hall meeting, to include the ideas of the broader community of the work of the IDPAD Committee and the City of Victoria’s work in implementing the IDPAD proclamation.

## **COMPOSITION AND APPOINTMENT**

The Committee will be composed of nine (9) members of African descent and (where possible):

- Three (3) elder members, who self-identify and represent the wisdom of Black communities
- Three (3) youth members between the ages of 18 to 29
- Three (3) members that represent Black lead organizations and Business
- Have knowledge or previous experience in racial equity and/or anti-discrimination work or a strong commitment to learn and contribute to this work
- Assume an allyship role in removing systemic barriers racialized and marginalized communities and the African diaspora encounter
- Collectively reflect a range of interests of the Black community in fields such as, but not limited to:
  - Arts/media/sports representation/Black Identity
  - Access to justice & community safety
  - Education
  - Inclusion & Immigration
  - Black ownership/wealth
  - Access to affordable housing and shelter
  - Mental/Physical health
  - Democratic engagement

The IDPAD Committee will select a Chair and Vice-chair to coordinate the procedural and operational aspects of the Committee work.

Two (2) Members of City Council will be appointed to serve as non-voting members to the Committee. Council liaisons will communicate matters from Council on issues that the Committee is discussing and will speak on behalf of the motions passed by the Committee that come forward to Council.

## **TIMELINE/ TERM**

The first meeting of the IDPAD Committee will be September 2021. The IDPAD Committee will be disbanded at the end of 2024 to coincide with the conclusion of the International Decade of People of African Descent.

## **MEETINGS AND DECISION-MAKING**

The IDPAD Committee will meet every month or at a frequency as determined appropriate by the committee.

Committee members should expect a minimum time commitment of approximately 6 hours per month for the first six months, including meeting time.

Meetings will aim to balance transparency with creating a safe and trusting environment.

## **COMPENSATION**

Committee Members will receive an honorarium for their participation set at the rate equivalent to the Living Wage in Victoria.

Any remuneration paid under these Terms of Reference shall be done in accordance with the applicable Canada Revenue Agency reporting regulations.

## **COMMUNICATIONS AND REPORTING**

The IDPAD committee will provide semi-annual updates to City Council with a list of recommendations, activities and accomplishments resulting from the implementation of the IDPAD proclamation.

Additional recommendations of the IDPAD Committee outside this semi-annual reporting process that are adopted through committee motions will be forwarded to Council by staff through the Triannual Accountability Reporting Process. If the motion is of an urgent nature, the appointed Council liaisons may bring committee motions to Council on a case-by-case basis.

If an individual member of the Committee wishes to communicate to Council, City staff or the public, they shall be expected to provide a disclaimer stating that “the opinions reflected by the member are their own personal comments and are not endorsed or representative of the IDPAD Advisory Committee”.