



# EAST DIVISION

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## Community Safety Advisory Council

### TERMS OF REFERENCE

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#### Overview

The Community Safety Advisory Councils are committed to promoting information sharing, positive relations and awareness of police related issues between members of Durham Regional Police Service and the communities they serve.

#### Purpose

To provide a foundation for improving service delivery and promoting effective planning, policy and decision-making that meets the needs of the communities served by Durham Regional Police Service.

#### Scope

The Community Safety Advisory Councils are volunteer advisory groups comprised of approximately twelve residents or other Divisional stakeholders representing ethno-cultural, geographical and age diversity. The Council serves as an independent resource to both the community and the Divisional Management Teams.

#### Functions

The Community Safety Advisory Council will:

- Provide information and informed advice to the Divisional Management Teams on a variety of matters, including:
  - program delivery
  - quality service
  - community perceptions
  - ethno-cultural issues
  - special initiatives
  - traffic safety concerns
  
- Identify issues and concerns relating to policing in neighbourhoods that:
  - enhance police understanding of the communities it serves

- foster partnerships between Durham Regional Police Service and the communities it serves
- Serve as a mechanism for the reciprocal and positive exchange of information by:
  - soliciting feedback from the community and remaining current with community and policing concerns
  - providing feedback to the community on policing perspectives and responses to public safety and policing issues
  - making suggestions and developing strategies for improvement that address shared local concerns
  - liaising with local municipal officials (when required) to address mutual issues and to collaborate on initiatives
- Act as ambassadors for the promotion of positive police and community relations by:
  - facilitating community awareness about Durham Regional Police Service police processes, policies, procedures, programs and initiatives
  - providing guidance to community members about procedures and processes in place to have their issues and concerns addressed and/or to voice their suggestions relating to policing in their community
  - facilitating opportunities for positive police and community interactions and dialogue
  - identifying resources and in-kind contributions (e.g. volunteers, partnerships) available to support programs and initiatives

### Operation

- A minimum of four meetings held each year.
- Agendas developed and distributed by email to Committee members at least one week prior to the date of each meeting.
- Minutes (which also include notice of the date of the next meeting) sent to all Committee members as soon as possible following each meeting.
- Annual review of membership composition to ensure adequate representation from different interested groups and agencies, such as:
  - Local municipalities
  - Ethno-cultural associations
  - Educators
  - Faith sector
  - Businesses
  - Youth

- Seniors
  - Other service providers eg. Health, immigrant services.
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- In the event that a member is absent for two consecutive meetings without reasonable justification, a new member should be appointed to the Committee as a replacement.
  - Annual report summarizing:
    - predominant issues discussed
    - outcomes achieved by the Committee
    - strategies or activities undertaken to address issues arising from Committee input
    - outstanding/unresolvable issues
    - any changes in the Committee composition