



REPORT TO COUNCIL

**TO:** Richmond City Council  
**FROM:** Councillor Bill McNulty, Chair  
Community Safety Committee  
**DATE:** April 25<sup>th</sup>, 2001  
**FILE:** 0100-20-CACP1-01  
**RE:** CITIZENS' ADVISORY COMMITTEE ON POLICING

The Community Safety Committee, at its meeting held on Tuesday, April 24<sup>th</sup>, 2001, considered the attached report, and recommends as follows:

COMMITTEE RECOMMENDATION

- (1) *That the new Terms of Reference for the Citizen's Advisory Committee on Policing (attached to the report dated March 19<sup>th</sup>, 2001, from the General Manager, Community Safety), be adopted.*
- (2) *That the Terms of Reference for the Citizen's Advisory Committee on Policing (adopted on July 12<sup>th</sup>, 1999), be rescinded.*
- (3) *That staff examine the mandate of the Citizens' Advisory Committee on Policing and report to the Community Safety Committee with recommendations.*

Councillor Bill McNulty, Chair  
Community Safety Committee

Attach.

VARIANCE

Please note that staff recommended Parts (1) and (2) above.

STAFF REPORT

ORIGIN

The Terms of Reference for the Richmond's Citizens' Advisory Committee on Policing (CACP) were established in 1996, and revised in 1999.

ANALYSIS

With the introduction of the Community Safety Committee, it was necessary to revise the CACP Terms of Reference, (Attachment 1), to reflect the new reporting procedure through the Community Safety Committee.

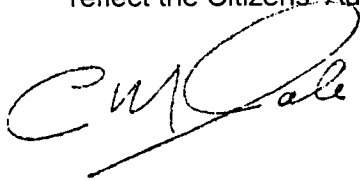
The proposed revisions were reviewed by the CACP and endorsed as shown in Attachment 2.

FINANCIAL IMPACT

The City continues to provides administrative support, and a staff representative to the Committee.

CONCLUSION

With the introduction of a Community Safety Committee, adjustment has been made to better reflect the Citizens' Advisory Committee on Policing's reporting process to Council.



Chuck Gale, P.Eng.  
General Manager, Community Safety Division

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## RICHMOND'S CITIZENS' ADVISORY COMMITTEE ON POLICING

### TERMS OF REFERENCE

#### PURPOSE

The Advisory Committee on Policing is appointed by City Council. It is to serve in an advisory capacity on issues relating to policing services on behalf of the Community. The purpose of the Committee includes:

- Advising City Council, through the Community Safety Committee, on directions and strategies for the delivery of police services, and the identification and prioritization of safety issues. Initiatives may come from City Council, the Community Safety Committee, or the Citizens' Advisory Committee on Policing
- Serving as a consultative group to the RCMP
- Promoting the philosophy and the benefits of community police initiatives
- Promoting crime prevention strategies to the community at large, and
- Preparing and submitting an annual workplan and subsequent annual report to City Council, through the Community Safety Committee.

#### OBJECTIVES

1. Represent Richmond residents and businesses on matters of community policing, crime prevention and safety matters. To support and assist in programs which promote community policing and crime prevention.
2. Provide public input into the development of community policing priorities and initiatives. The Committee will act as a sounding board for service priorities of the RCMP and assisting in identifying community safety issues and concerns.
3. Function as a consultative group for the Richmond RCMP on matters that the Community Safety Committee, the Citizens' Advisory Committee on Policing, and/or RCMP bring forward.
4. Advocate the philosophy of Community Policing to neighbourhoods and organized groups. The Committee will provide leadership and support to Community Consultative Groups associated with Community Police Stations and other volunteers in community policing.
5. Evaluate the community's level of satisfaction with community safety and police service.
6. Initiate and assist in strategies that address community safety issues as expressed by the community.

#### PROCEDURES

The Committee will encourage and receive delegations that will assist in the pursuit of its objectives.

The Committee will form sub-committees, as it deems necessary. Membership on the sub-committees is not limited to appointed members of the Committee.

The Committee will submit an annual workplan for Council endorsement. The workplan may require task groups of members to undertake assignments, which involve research, status reports and recommendations on matters arising from the workplan. Findings will be reported to Council, through the Community Safety Committee.

The workplan will outline any budget requests for the Committee. The Committee will report any activities or recommendations they have concluded in an annual written report to Council, through the Community Safety Committee.

## **MEMBERSHIP**

The membership of the Advisory Committee on Policing will consist of nine residents who reflect the community's' diversity and one representative from each Community Consultative Group associated with each Community Police Station. The Mayor will also appoint one member of Council to the Committee.

Applications will be sought as per Council policy. A short list will be established and applicants interviewed by a staff committee. A list of applicants will be submitted to Council for their consideration and Council will appoint the successful applicants to the Committee.

Upon appointment by Council, the membership will elect a Chair and Vice Chair to serve on an annual basis.

All applicants are subject to screening by the RCMP.

RCMP members and City staff will sit on the Committee as a resource to the Committee. The City will provide administrative support and a permanent staff representative to the Committee.

## **TERM**

The term of the Committee appointments will be three years for a maximum of two terms. Initially the appointments for the first three years will be as follows: one third of the Committee will be appointed for one year, one third for two years and one third for three years. Thereafter appointments will be for three years.

## **MEETINGS FREQUENCY AND TIMES**

Meetings will be at the call of the Chair. It is expected that meeting days and times will be established on a regular date each month and set out a year in advance, after consultation with Committee members.

**Revisions to the Terms of Reference for the Richmond's Citizens' Advisory Committee on Policing were approved by CACP members at the April 3, 2001, meeting as outlined below:**

<b>CACP meeting date:</b>	April 3, 2001
<b>issue:</b>	With the introduction of the Community Safety Committee, it was necessary to revise the CACP Terms of Reference to reflect the new reporting procedure through the Community Safety Committee.
<b>resolution sought:</b>	That Council endorse the revised Terms of Reference for the Richmond's Citizens' Advisory Committee on Policing.
<b>moved by:</b>	Colleen Chambers
<b>seconded by:</b>	Fred Ursel
<b>adopted:</b>	✓