

Terms of Reference City of Victoria Welcoming City Task Force

1. Purpose

The purpose of the Welcoming City Task Force is to develop a Welcoming City Strategy, providing advice and recommendations to Victoria City Council and staff. Working with consultants, the Task Force members will draw from their own expertise and lived experience and invite expertise and lived experience from the general public with the goal of assessing Victoria against Welcoming Standards and building a Welcoming City Strategy.

Welcoming Standards are community specific roadmaps that provide a guide with community determined benchmarks to develop stronger, more inclusive communities and bridge the gaps between newcomers and long-time residents. These standards help communities imagine the possibilities of what they could look like while also providing a framework of accountability to measure progress. In order to be effective, strategies around four key sectors must be in place:

- Engage long-term residents
- Set goals, monitor impact and adjust strategies as needed
- Design for equity and inclusion
- Implement in partnership

The Welcoming Standards, drawn from *Welcoming America* (<https://www.welcomingamerica.org/>) are organized according to the following framework categories:

- Government Leadership
- Civic Engagement
- Equitable Access
- Education
- Connected Communities
- Economic Development
- Safe Communities

2. Composition

The City of Victoria Welcoming City Task Force will be comprised of up to twenty members of the public appointed by Council, representing diverse perspectives and with balanced gender representation, including:

VIRCS – 1 appointee

ICA – 1 appointee

Here Magazine – 1 appointee

La Société francophone de Victoria – 1 appointee

George Jay School Parent Advisory Council – 1 appointee

Chinese Community Services Society – 1 appointee

Bayanihan Cultural Society – 1 appointee

Songhees Nation – 1 appointee

Esquimalt Nation – 1 appointee

Victoria Silver Threads – 1 appointee

Greater Victoria Public Library – 1 appointee

Members at large – 4 (must include a youth member and an international student)

VicPD – 1 appointee
Downtown Victoria Business Association – 1 appointee

Mayor Helps and Councillor Dubow are appointed to serve as non-voting liaisons to the Task Force and will be the co-chairs.

City staff will act as a resource to the Task Force as appropriate and at the direction of the City Manager.

Specialists from partner organizations may also act as resources to the Task Force, at the discretion of the Co-chairs.

3. Procedure

The Task Force will be co-chaired by Mayor Helps and Councillor Dubow. Meetings will be conducted in accordance with procedures adopted for other City of Victoria advisory committees.

The Task Force will meet as follows:

- Four preliminary meetings to become familiar with the City's equity work and Victoria 3.0 and the Welcoming Standards, to provide input into the procurement needs for the consultant role, and to plan engagement workshops
- Three public engagement workshops to invite public input
- A final townhall meeting to receive input on proposed recommendations
- Two final meetings to integrate the feedback and prepare for a presentation to Council

4. Deliverable

The City of Victoria Welcoming City Task Force, in partnership with consultants, will complete a Welcoming City Strategy for consideration by City Council and staff, providing advice and recommendations on the items identified in the Purposes section above, no later than June 30th 2021, with a presentation to Council in July, 2021.