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Edmonton Police Service Chief's Advisory Committee

Terms of Reference

VISION:

The Edmonton Police Service and Edmonton's diverse communities working together to foster a climate of safety, security, and mutual respect.

MISSION:

Consistent with the Edmonton Police Service's mission statement "*in partnership with our citizens, we will build safe communities through leadership and policing excellence*", the Chief's Advisory Committee seeks to improve the quality of life for all Edmontonians by actively promoting dialogue and collaboration amongst Edmonton's diverse communities and the Edmonton Police Service.

A. COMMITTEE GOALS AND OBJECTIVES:

1. Work cooperatively with each other, the Chief of Police, and the Edmonton Police Service to identify, inform, discuss, and address common issues and trends, which may impact the quality and effectiveness of community policing and public safety. Such issues may include, but are not limited to:
 - prejudice, discrimination, and hate & bias crimes and incidents,
 - public misunderstandings/stereotypes related to race, religion, culture, ethnicity, sexual orientation, gender identity, etc.,
 - victim services, supports, and advocacy,
 - training, awareness-building, and recruiting,
 - crime reduction, prevention, and social disorder,
 - distrust of police services, and
 - mental health issues.
2. Engage in open dialogue, input, and feedback on policing and diversity issues with the EPS and each other.
3. Develop responsible and proactive measures to increase mutual understanding, cooperation, and trust between and amongst the EPS and diverse communities.
4. Help strengthen the quality, delivery, and integration of policing services to become more responsive to the needs of Edmonton's diverse communities (i.e., recruitment, training, and outreach work).
5. Provide opportunities for dialogue, information exchange, understanding, and awareness building between and amongst the EPS and amongst diverse communities.

B. COMMITTEE STRUCTURE AND PROTOCOL:

1. The Chief's Advisory Committee (CAC) shall identify and implement inclusive democratic processes, which facilitate effective communication, trust, and respect.

2. The CAC shall be composed of civilian representatives elected from the Community Liaison Committees (CLC) and EPS members as selected by the Chief of Police. EPS members shall not outnumber civilian members on the committee.
3. The CAC shall elect, by majority vote, a Civilian Co-Chair who develops the CAC meeting agenda in consultation with the Chief of Police (or designate). A Co-Chair format shall be maintained for all committee meetings.
4. The CAC Civilian Co-Chair shall serve a two-year term, with the possibility of re-election. The Civilian Co-Chair will be subject to increased security clearance to facilitate their voluntary role as Co-Chair.
5. The Co-Chairs shall be responsible for scheduling no fewer than four committee meetings per year, and shall ensure the distribution of meeting minutes, agendas, and effective communication regarding the CAC meetings.
6. The CAC is established to have an advisory role to the Chief of Police. The CAC has no authority over the EPS. EPS governance is the responsibility of the Edmonton Police Commission.
7. Any member of the CAC or CLC may be removed, with cause, at the discretion of the Chief of Police.
8. The CAC will make a strong effort to build consensus, however, some decisions may require a vote. There may be issues that remain in the sole purview of the Chief of Police.

C. COMMITTEE MEMBERSHIP AND ORGANIZATION:

1. Members of the Chief's Advisory Committee are appointed from the Edmonton Police Services' Community Liaison Committees. The CLC Chair, who is elected by each liaison committee, will select up to two (2) additional representatives from their respective committee to attend CAC meetings. (See attached Governance Model.)
2. All Community Liaison Committee Chairs, and designated community representatives, are expected to regularly attend CAC meetings.
3. The CAC is an ad hoc committee with no set time for expiration.
4. Terms of Reference for the CAC shall be reviewed on a yearly basis.
5. The Chief of Police, or if authorized the Civilian Co-Chair, shall speak publicly on behalf of the CAC.

D. COMMITTEE MEMBER CONDUCT AND RESPONSIBILITY:

1. All civilian members of the Chief's Advisory Committee and Community Liaison Committees serve on a voluntary basis and agree to sign and abide by the EPS Civilian Confidentiality Agreement.

2. The CAC is an inclusive environment where all individuals can be heard respected and valued. Members will conduct themselves in a manner that respects the diversity of all committee members.
3. Members will not use their role as a committee member and/or confidential information for personal benefit for themselves, community, or any other person or to secure special privileges, favours, or exemptions for themselves, their communities, or any other persons.
4. Members agree to abide by the decisions of the CAC, and will not speak publicly in contradiction of CAC decisions.
5. Members will disclose the general nature of any conflict of interest in any matter coming before the CAC.
6. Members will preserve the integrity and impartiality of the CAC and CLC and (a) will not attempt to exercise individual authority over the Committees or the EPS, and (b) will not attempt to interfere with the operations of the EPS.

Approved on: July 9, 2008.

Michael J. Boyd
Chief of Police

Kristopher Wells
Co-Chair, Chief's Advisory Committee