

North Shore Homelessness Action Initiative

Terms of Reference

PURPOSE

The North Shore Homelessness Action Initiative (NS-HAI) is an assembly of North Shore officials with a mutual commitment to enhancing coordination and action to prevent and alleviate homelessness in our communities.

FUNCTION AND OBJECTIVES

The North Shore Homelessness Action Initiative is a forum for coordination amongst officials and agencies with direct and indirect authority for homelessness actions, supportive policies, funding and capital investments. This Initiative aims to:

- Review and consider community needs pertaining to homelessness in close coordination with service providers, relevant community agencies, and First Nations;
- Inventory opportunities and existing planned actions across jurisdictions on the North Shore;
- Develop a concise list of priority actions and partner roles in advancing the respective actions, with a focus on identifying opportunities for investments in permanent supportive housing;
- Explore alternative and coordinated delivery mechanisms for services, supports, and responses to issues, including the potential for a North Shore-wide approach to resourcing recommended initiatives related to homelessness;
- Produce a Report for the North Shore Councils with the outcomes of the Initiative; and,
- Launch a coordinated and ongoing communications and advocacy strategy outlining key North Shore achievements, challenges, needs, and partner commitments including reporting out on priority actions to the community and other levels of government.

The initiative duration is anticipated to be twelve months and will officially launch in Q1 of 2021. It may be extended at the discretion of the Steering Committee.

STEERING COMMITTEE

The work of the NS-HAI will be directed by a Steering Committee comprised of elected and appointed government officials or delegates including:

- (1) City of North Vancouver Mayor
- (1) District of North Vancouver Mayor
- (1) District of West Vancouver Mayor
- (1) Tsleil-Waututh Nation Council Member
- (1) Squamish Nation Council Member
- (1) Vancouver Coastal Health Board Chair
- (1) BC Housing Board Chair
- Provincial and Federal elected Members of Parliament and the Legislative Assembly (involved at key intervals to support advocacy and to review findings and investments)

The Steering Committee's deliberations will be supported by information provided by a Staff Working Group, Partners, and by invited presentations from selected agencies, businesses, and not-for-profit organizations with direct involvement in the delivery of public health initiatives, social services, housing, real estate, finance and other services.

WORKING GROUP

A Working Group, comprised of staff from each jurisdiction, will support the work of the Steering Committee. The Working Group will include:

- City of North Vancouver staff representative(s)
- District of North Vancouver staff representative(s)
- District of West Vancouver staff representative(s)
- Tsleil-Waututh Nation staff representative(s)
- Squamish Nation staff representative(s)

The Working Group, or selected members of the Working Group, will be convened to advance business as directed by the Steering Committee.

PARTNERS

A number of Partners have been identified to support the work of the Steering Committee and Staff Working Group. They are comprised of key not-for-profit organizations and stakeholders:

- North Shore Homelessness Task Force
- Lookout Housing and Health Society
- North Shore Crisis Services Society

- Canadian Mental Health Association (North Shore branch)
- Hiŷám ta Skwxwú7mesh Housing Society
- Hollyburn Family Services Society
- Vancouver Coastal Health
- BC Housing

The Partners, or selected members, will be convened to participate in discussions and advance business as directed by the Steering Committee and Staff Working Group.

MEETINGS AND STAFF SUPPORT

- A Chair will be determined by the membership of the Steering Committee at the first meeting.
- Steering Committee meetings will be held quarterly at the call of the Chair and hosted by the Chair's jurisdiction. This will include organizing meetings, taking and distributing any minutes.
- Should the Initiative be extended past 12 months, the Chair will be selected annually.
- Working Group meetings will be held as required.
- Each organization will provide in-kind staff support to the Project.
- Each organization will identify financial resources to be committed to the Action Project's objectives and implementation.
- Consensus shall be the method of conducting business.
- Roberts Rules of Order shall be the parliamentary procedures for the Steering Committee.
- A quorum of the Steering Committee shall be a minimum of **three** members. A meeting shall not proceed if a quorum cannot be achieved.
- A quorum of the Working Group shall be a minimum of **two** members.

COMMUNICATIONS

Any reports, statements or communications that are presented or prepared by the Steering Committee and/or Working Group will be treated as ***confidential*** and are not for distribution unless otherwise specified by the Chair. The designated spokesperson in public communications for all work being completed through the North Shore Homelessness Action Initiative is the Chair, unless alternative spokespersons are approved by the Chair.