

Terms of Reference

Joint Police Services and Community Safety Advisory Committee

The Nova Scotia Department of Justice (NS DOJ), Nova Scotia local governments (Union of Nova Scotia Municipalities) “UNSM” and Boards (Nova Scotia Association of Police Governance Boards “NSAPGB” responsible for police governance are committed to working together, to ensure the most efficient and effective provision of police services for Nova Scotia and on matters of mutual interest as they relate to community safety.

Purpose

The purpose of the Committee is to provide a forum for a consultation, analysis, and communication between local government, Boards and the NS DOJ regarding issues relating to community safety and the delivery of police services in Nova Scotia.

In this context, the committee is being established to create a standing committee to:

- i. To increase and sustain communications with and input from local government and Boards with respect to community safety and policing issues;
- ii. Advise the NS DOJ of the impacts to local government of any proposed legislative changes under the *Police Act* or other related *Acts*;
- iii. Work collaboratively to identify opportunities for service delivery efficiencies and cost containment to effectively manage the growing costs of community safety and police services; and
- iv. Ensure that there is an opportunity for local government and Boards to be consulted when substantial changes to police practices, equipment, police or procedures that may impact future municipal costs, accountability or governance are being considered.

Functions

The Committee has two key functions:

- i. Communications
 - a. Receive and disseminate information to local government and boards with respect to issues that may impact the cost, quality, governance and delivery of local police services and other matters impacting community safety;
 - b. Provide a forum for local government and boards to identify issues and concerns in relation to the delivery of local police services and matters relating to community safety for consideration by the Committee; and
 - c. Communicate to local governments and Boards, positions that have been taken and decisions that have been made in the context of addressing opportunities and issues with respect to local police service delivery and matters related to community safety.

Research and Analysis

- d. Consider changes proposed by the provincial or the federal government with respect to any aspect of the delivery of the local government police services and matters related to community safety; and
- e. Discuss issues and/or concerns of local government and boards related to the delivery of local police services and matters related to community safety.

The Committee will provide the opportunity to keep all partners informed on policing and community safety matters recognizing the role municipalities play in policing.

The Committee will ensure that their respective governing bodies are kept informed of the issues raised in this forum.

Composition of Committee

The Committee will be based on the following criteria:

Municipalities

Municipalities will appoint up to eight (8) elected or administrative representatives representing each of the four policing models and in each policing model up to two representatives can be appointed:

- i. A municipality whose policing services are provided through a Municipal Police Agreement (MPA);
- ii. A municipality whose policing services are provided through a Provincial Policing Agreement (PPSA);
- iii. A municipality whose policing services are provided through an integrated policing model; and
- iv. A municipality whose policing services are provided by their own municipal police force.

Appointments will be for an initial three-year term.

UNSM

- UNSM Executive member

Nova Scotia Association of Police Governance Boards (NSAPGB)

One member appointed by the NSAPGB

Nova Scotia Department of Justice

Three representatives including the:

- Director of Policing
- Policing Services Consultant
- Director of Contracts

Service Nova Scotia and Municipal Relations

- One Municipal Advisor

Representatives of the law enforcement community or other government departments will be invited to attend the committee meetings as required and/or committee representatives will schedule meetings with the appropriate law enforcement managers to discuss issues raised by the committee and report back to the committee.

From time to time and on an as-required basis, the Committee may establish ad hoc working groups to support them in delivering their role.

Chairs

The committee will be chaired by the Director of Public Safety & Security and a co-chair as elected by the municipal and board representatives.

Meeting Schedule

The Committee will meet in person a minimum of two times per year and by teleconference as required. Meetings will be convened at the call of the co-chairs.

Confidentiality

The committee shall be guided by the following in its operations:

Confidentiality is important to maintain the integrity and security of many police practices and potential negotiation processes, therefore, it is recognized that the joint committee may be provided with information and participate in discussions that they are not able to share with others, given the sensitivity of the information.

Duration of Committee

The committee will review the mandate every three years and make a recommendation to the Department of Justice and their respective governing body with respect to its continuance.

Reporting

The Committee will report to the Department and respective governing bodies annually, in writing, to inform them of their upcoming priorities, their activities over the previous year and any issues or recommendations that require Board approval.

Compensation

No member will be eligible for compensation. All members will be responsible for their own travel costs and meeting expenses will be covered by the Department of Justice when meetings include the Department of Justice.