

## **Systemic Issues and Social Change Terms of Reference**

### **Background**

Local Immigration Partnerships (LIPs) are funded by Immigration, Refugees and Citizenship Canada (IRCC) to provide a framework to facilitate the development of local settlement strategies. There are 5 LIPs in the City of Toronto (4 community-based and 1 municipal-based). This committee is a city-wide committee, open to members of all 5 LIPs, and is facilitated by the Toronto South LIP.

### **Mandate**

The Mandate of the Systemic Issues & Social Change Committee is to promote local, provincial, and national social and policy change that supports newcomer inclusion and reduces or eliminates systemic barriers and challenges, including those identified by LIP strategies, by:

- Supporting and/or working with existing service sector associations, community groups, or social change networks,
- Developing ad hoc issue-specific working groups,
- Interpreting research and data for community use, and
- Identifying policy issues and research needs

### **Composition**

The Committee may be made up of representatives of immigrant and refugee serving agencies, language training providers, community organizations, health institutions, newcomers, social service agencies, staff of local and regional governments, local associations or bodies, regional employment networks, economic development corporations, and other relevant stakeholders. The composition of the Committee will reflect the following parameters:

- The Systemic Issues & Social Change Committee is always open to new members.
- The Committee will conduct a membership audit using the Toronto South LIP Self-Inclusion Audit tool to ensure that relevant stakeholders are invited and participating.
- Committee member representatives will serve for a one-year term starting in April of the applicable year. Members may continue the membership if interested.

### **Operating Guidelines & Decision-Making:**

The Committee will operate using the following guidelines:

- The Committee will ensure that processes are undertaken in a participatory and inclusive manner.
- The Committee will keep (the Toronto Inter-LIP Network) informed regarding the status of the Committee's activities and progress.
- The Committee will meet in person at least six times per year. The Committee may also choose to meet by telephone conference call.

- Minutes of all Committee meetings will be taken, and will be open and available to all Committee members and the general public on the Toronto South LIP website.
- The Committee will be facilitated by the Toronto South LIP. The facilitator will set the Committee meeting agendas. Members may forward items to the facilitator prior to the meeting. Items brought forward at meeting time will require majority consent to add them to the agenda.
- In between meetings, Committee communications shall generally be conducted by e-mail.
- The Committee will aim toward consensus building as its primary decision-making process. In the event that consensus is not achieved, Committee decisions shall be made by a two-thirds majority vote, with a quorum of 8.
- Committee members may be asked to volunteer in various aspects of the Committee's activities. In particular, Committee members may volunteer to organize discussion roundtables, community consultations, and other activities.
- Committee members will declare any real or potentially perceived Conflict of Interest in accordance with the generally accepted principles.

*As of September 2017*