

# Mayor's Community and Social Well-being Task Force

## Terms of Reference

---

### 1. Mandate

The Mayor's Community and Social Well-Being Task Force (the "Task Force") is established to identify and accelerate solutions to social well-being issues in the community, with particular attention to the needs of the most vulnerable and marginalized populations. The Task Force shall work in conjunction with community partners to enhance coordination and improve outcomes for residents in need of support.

### 2. Roles and Responsibilities

The Task Force shall:

- **Address and propose solutions** for community and social well-being needs in the City.
- **Review and evaluate proposals** from community agencies and groups related to new or expanded programs that directly respond to the social well-being needs of the City's vulnerable populations.
- **Make funding recommendations** to City Council based on the merits of the proposals and the available budget in the Community Social Well-Being Reserve.
- **Ensure the effective and equitable distribution** of the Community Social Well-Being Reserve to accelerate solutions for the identified issues.
- **Monitor the progress and impact** of funded initiatives, ensuring that solutions are aligned with community needs and intended outcomes. Funding recipients will be required to submit a report to the Task Force within 1 year of receipt of the funds.

### 3. Composition

The Task Force shall be composed of the following members:

- Mayor (Chair)
- Two members of Woodstock City Council

The Mayor shall invite additional members to join the Task Force as needed to provide expertise, including representatives from:

- The County of Oxford
- Local community service agencies

- Relevant stakeholders involved in key priorities identified by the Mayor
- City of Woodstock staff

#### **4. Funding Allocation and Priorities**

The Task Force is responsible for making recommendations on the allocation of the Community Social Well-Being Reserve, which has an annual budget of \$150,000.

- The Task Force shall prioritize funding for initiatives in 2023 that support a coordinated encampment response program, providing leadership and resources for agencies that take a lead role in such efforts.
- After the initial funding allocation, the Task Force will continue to evaluate and prioritize other proposals based on community needs, availability of resources, and key priorities identified by the Mayor.

#### **Eligibility Considerations:**

- Funding should be prioritized for new or expanded initiatives or services that directly address the well-being of marginalized and vulnerable populations.
- Funding is intended for initiatives or services that do not require on-going or annual funding from the Community Social Well-Being Reserve. The funding shall be prioritized for the start-up of initiatives and/or one-time requirements.
- Funding can be used for operational or capital purposes.

Proposals that do not meet these criteria may be considered at the discretion of the Mayor.

#### **5. Meetings and Recommendations**

- The Task Force shall meet regularly, with a minimum of quarterly meetings, or as needed to review proposals and progress.
- Recommendations shall be made by consensus. In the event that consensus cannot be reached, decisions will be made by the Mayor.

#### **6. Duration and Review**

- The Task Force will remain in effect for the term of Council and continue into subsequent terms unless otherwise directed by City Council.

## **7. Administrative Support**

The City of Woodstock will provide administrative support for the Task Force, including assistance with scheduling meetings, preparing agendas, and compiling meeting minutes.

---

These Terms of Reference will guide the operation of the Mayor's Community and Social Well-Being Task Force to ensure it fulfills its mandate effectively and in alignment with the goals of improving social well-being in the City.