

## REPORT TO COUNTY COUNCIL

# Safe and Well Oxford Steering Committee: Updated Terms of Reference

**To:** Warden and Members of County Council

**From:** Chief Administrative Officer

## RECOMMENDATIONS

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1. That County Council approve the updated Terms of Reference for the Safe and Well Oxford Steering Committee as attached to Report CAO 2024-02 entitled “Updated Terms of Reference: Safe and Well Oxford Steering Committee February 14, 2024” as Attachment 1;
2. And further, that County Council support the addition of the following positions to the Safe and Well Oxford Steering Committee for the remainder of the current term of Council, commencing February 26, 2024 and ending on November 15, 2026:
  - a. One representative from the Domestic Abuse Response Team (DART) Action Coalition;
  - b. One representative from the Oxford Ontario Provincial Police (OPP);
  - c. One representative from the Woodstock Police Service (WPS).

## REPORT HIGHLIGHTS

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- Based on discussions and progress during 2023, the Steering Committee is recommending updates to its composition to include additional members representing DART, OPP and WPS.

## IMPLEMENTATION POINTS

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Following Council approval of the above recommendations, the Terms of Reference will be updated and posted on the County and Safe and Well websites. The Domestic Abuse Response Team will be notified and given the opportunity to select the representative that will participate on the Steering Committee. Oxford OPP and the Woodstock Police Services will also be notified and begin attending Steering Committee meetings.

## Financial Impact

The recommendations contained in this report have no financial implications.

## Communications

If approved by County Council, the changes to the composition of the Steering Committee will be communicated to the Action Coalitions, Area Municipalities and stakeholder groups.

The Safe and Well Oxford website and the Oxford County Boards and Committee section will be updated to include the Steering Committee Terms of Reference.



## 2023-2026 STRATEGIC PLAN

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Oxford County Council approved the **2023-2026 Strategic Plan** on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council’s vision of “Working together for a healthy, vibrant, and sustainable future.” These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report supports the following strategic goals.

### Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
Goal 1.3 – Community health, safety and well-being		Goal 3.1 – Continuous improvement and results-driven solutions Goal 3.2 – Collaborate with our partners and communities

See: [Oxford County 2023-2026 Strategic Plan](#)

## DISCUSSION

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### Background

In October 2019, Councils of the eight area municipalities supported a collaborative approach to the development of a Community Safety and Well-being Plan Coordinating Committee within Oxford County. From there, the development phase proceeded until the plan itself was approved by the Area Municipal Councils within Oxford County and then sought County Council support to endorse the Plan and oversee its implementation in July 2021. At that time, the Safe and Well Oxford Plan included the following four priority risk areas:

1. Mental Health
2. Affordable Housing
3. Substance Misuse and Addictions
4. Equity, Diversity and Inclusion

### Comments

Since the original composition of the Safe and Well Oxford Steering Committee was approved in 2023, the Steering Committee has been conducting monthly meetings and gaining momentum. During November and December 2023, the Area Municipalities and County Council approved the addition of a fifth priority risk area (gender-based violence) within the Safe and Well Oxford Plan. The Steering Committee is currently set up to have a representative from each Action Coalition, so the Terms of Reference are being updated to reflect this additional priority risk area.

Additionally, through the creation of the Diversity, Equity and Inclusion Action Coalition, the role of police services and their participation in Safe and Well Oxford was revisited. After discussion with the Steering Committee, Oxford OPP and Woodstock Police Services, it is recommended that both organizations have a representative participating at the Steering Committee level. It was also clarified that any previous human resource commitments to the action coalitions will continue to be maintained.

## CONCLUSIONS

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Although the original structure as approved in 2023 was established specifically with the intent to keep the number of members to a minimum, it is important for the committee to be flexible and have the ability to adapt as community needs evolve. The changes recommended in this report are a reflection of this.

## SIGNATURES

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### Report author:

Original signed by

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Sarah Hamulecki  
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### Approved for submission:

Original signed by

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Benjamin R. Addley  
Chief Administrative Officer

## ATTACHMENT

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Attachment 1: Updated Terms of Reference: Safe and Well Oxford Steering Committee  
February 14, 2024