



Human Rights Project



Terms of Reference - Anti-Racism Advisory Committee

1. Authority:

Under the provisions of Recommendation #2 as provided by the Ontario Human Rights Commission (OHRC), an Anti-Racism Advisory Committee is to be created to guide and support Peel Regional Police Service.

2. Mandate:

The Anti-Racism Advisory Committee will provide meaningful and thoughtful advice on the Human-Rights Project undertaken by Peel Regional Police (PRP) service on:

1. The content of the recommendations;
2. How best to implement the finalized recommendations agreed with OHRC within the Memorandum of Understanding (MOU) boundaries.

3. Responsibilities:

The Anti-Racism Advisory Committee will be responsible for:

1. Assess and evaluate OHRC recommendations for implementation;
2. Providing thoughtful and meaningful input towards OHRC recommendations;
3. Advising on the development of implementation plans for recommendations;
4. Identifying systemic barriers to anti-racism work in PRP directives and practices;
5. Identifying opportunities to collaborate and work with community partners and organizations on actions to address structural racism at a system planning and service delivery level;
6. Engaging with community stakeholders (including other Regional and organizational Anti-Racism and Systemic Discrimination Committees, e.g. Community Safety and Well Being Plan (CSWB), Anti-Black Racism/Systemic Discrimination Collaborative) on systemic racism and consulting on actions that could be undertaken;
7. Review and evaluate the progress of the work undertaken by PRP on a regular basis;
8. Review and provide feedback on the reports to OHRC.

4. Membership:

The Anti-Racism Advisory Committee will consist of:

1. At least twelve and at most twenty-one residents of Peel Region with expertise in challenging structural racism, supporting human rights, and/or community organizing. The Ideal candidates will:
 - a. Leverage lived experience of racism and/or professional / academic / cultural expertise in anti-racism, anti-oppression and human rights work;
 - b. Demonstrate the ability to develop and maintain strong collaborative relationships;



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- c. Understand the range of human and civil rights issues and the historical origins of systemic racism and systemic discrimination;
- d. Be open to supporting people and communities towards meaningful, positive change;
- e. Have personal and/or professional community connections that can inform the Committee's work;
- f. Be experienced in supporting or leading anti-racism and human rights initiatives;
- g. Up to eight members of Peel Regional Police (non-voting). PRP Resources provided to the Committee may include (but not be limited to) resources from:
 - (1) Chief's Office, Chief's Management Group (CMG), Diversity Equity and Inclusion (DEI) Office, Risk Management, Corporate Policy and Planning, Human Resources, Training and Development, Corporate Communications, Community Safety and Wellbeing and Organizational Wellness.
- h. At least one designated Police Services Board Member.
- i. Designated/Assigned members from Ontario Human Rights Commission.

5. Term:

This Terms of Reference is effective under the following:

1. Committee members will be appointed for up to a two (2) year term.
2. The multi-year implementation plan for the recommendations will be completed in additional two (2) year terms until the Human Rights Project is complete.
3. After the first year, the Committee, where possible, will stagger the membership to maintain continuity.

6. Quorum:

1. Greater than fifty (50) percent of voting members will be considered quorum when decisions need to be relayed on the recommendations' implementation.

7. Chair:

1. The committee will be comprised of two co-chairs as follows for the first year:
 - a. Co-Chair 1: One (1) Year term
 - b. Co-Chair 2: Two (2) Year term
2. After the first full year, at the following meeting of the ARAC, an open election of a new Co-Chair will take place and the Co-Chair Terms will now become Two (2) years.

8. Responsibilities of the Co-Chairs:

1. Represent the committee as the figurehead
2. Provide leadership
3. Ensure smooth running of meetings
4. Review minutes
5. Assign action items



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6. Establish date for the next meeting
7. Contribute to the agenda
8. Ensure everyone understands what is being discussed.

9. Staff Liaison:

1. The Committee will be comprised of one Staff Liaison with a one-year term.
2. Responsibilities of the staff liaison:
 - a. Liaise with PRP to ensure meetings are recorded, and timely release of minutes
 - b. Keep the volunteering committee updated at all times
 - c. Oversee attendance

10. Conflict Resolution:

1. The goal of the ARAC committee is to always attempt to arrive at a reasonable consensus and to act within our Code of Conduct. If the voting members become locked in conflict, an external resource, as determined by the Co-Chairs, will be called upon to assist in a mediation role.
2. The external resource will not be from PRP, PSB, or the OHRC.
3. Conflicts will be addressed and resolved within one week of arising.

11. Code of Conduct:

All members of the Anti-Racism Advisory committee will be required to adhere to the following code of conduct:

1. Act in a diligent manner, including preparing for meetings and attending meetings on time.
2. Shall participate in communications in a respectful, courteous and professional manner, as defined by the Committee, recognizing the diverse background, skills and experience of members on the Committee.
3. Shall conduct themselves in a manner that respects the integrity of the Committee by striving to be fair and evidence-based in their decision-making.
4. Shall uphold the decisions made by the Committee, regardless of the level of prior individual disagreement. The committee welcomes diverse opinion.
5. Shall respect the confidentiality of information identified as confidential and acquired solely by virtue of their Committee member position, and shall be held in confidence beyond the tenure on the committee.
6. Shall ensure that confidential information is not disclosed except as required for the performance of their duties, or as directed by the Committee.
7. Shall declare any real or perceived conflict of interest that would impact their work as committee members.



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12. Meetings / Attendance:

1. The Anti-Racism Advisory Committee will meet every two (2) months or at a frequency determined appropriate by the committee to move activities forward.
2. If a member is unable to attend a meeting, they should inform the Co-chairs.
3. If a member is absent from three consecutive, regularly scheduled meetings, the member shall resign from the committee.
4. If a member finds it necessary to resign, they shall notify the Co-chairs in writing.
5. Meetings will aim to balance transparency with creating a safe and trusting environment.
6. Meetings or parts thereof may be open to the public.