

Action Sandy Hill
Community and Social Services Committee – Terms of Reference
Approved June 26, 2023

The broad mandate of the Community and Social Services Committee is to address matters pertaining to housing, and social services that impact Sandy Hill on behalf of the ASH Board of Directors. The CSS Committee has been created to address the needs of Sandy Hill residents and will act to improve community safety and wellness through research, advocacy, representation, and collaboration.

More specifically, the Community and Social Services Committee (CSS Committee; CSSC) will, as appropriate and according to time, resources and priorities carry, out the following activities:

- Represent and work in the best overall interests of the residents of Sandy Hill to address the impacts of concentrated social services in and around the neighbourhood.
- Work in collaboration with our elected officials – Member of Parliament, Member of Provincial Parliament, and City Councillor – and their offices, City of Ottawa staff, other Community Associations, and private/non-profit Social Service Providers to find innovative solutions to the concentration of social services in and around Sandy Hill, and especially North Sandy Hill.
- Encourage service providers, elected officials, and City staff to develop, implement and support programs, services, and bylaws that respect the interests of residents in areas of the neighbourhood that are directly and indirectly impacted by the overconcentration of social services, lack of supportive housing, lack of affordable housing, lack of housing first programs, and the increase in toxic drug supply in the neighbourhood, among other things.
- Work in collaboration with other ASH Committees as necessary.
- Follow and participate in broader community and social services initiatives, consultations and studies undertaken by governments and service providers where these should take the Sandy Hill perspective into account or could have an impact on Sandy Hill.
- Research, develop and propose position statements to the ASH Board of Directors on matters within the broader mandate of the committee as needs arise.
- Undertake projects or files that build community among and between the different populations living and staying in Sandy Hill in view of supporting mutual respect and kindness.
- Work to protect and support the diversity of the Sandy Hill community.
- Advise, and make recommendations to, the ASH board of Directors on all matters relating to community and social services.
- Make representations relating to community and social services before public bodies on behalf of ASH;

- Be the first point of contact with respect to community and social services for ASH; and
- Be an entry point of contact to the community for the City when an issue related to community and social services impacts Sandy Hill.

The CSS Committee will have up to two Co-chairs who will be responsible for coordinating the activities of the committee, organizing regular and ad hoc meetings and setting the agenda for meetings in collaboration with the other members of the Committee. The committee will appoint a secretary from among its members who will be responsible for documenting the activities of the Committee and supporting the chairs in coordinating committee activities.

The CSS Committee will report and make recommendations to ASH on its activities at every Board of Directors meeting through its Co-chairs and will be accountable to the Board of Directors for its actions. The Co-chairs will submit a motion to the Board of Directors for a vote when a major or controversial decision or position must be taken in relation to a community and social service issue or file. The CSS Committee will generally keep the Board of Directors fully informed of its activities.

The CSS Committee may produce guidelines about the role of ASH and the CSS Committee in relation to specific or general social services issues, as well as procedures to be followed by the CSS Committee and other parties when engaging on a community and social services file or issue.

The CSS Committee will endeavour to inform, and communicate with, the community on community and social services issues that relate to Sandy Hill as much as possible and through various means.

If you wish to volunteer with the committee or have comments and questions on any planning and development issues, please direct your correspondence to cssc@ash-acs.ca.