



**City of Lloydminster  
Information Report (IR)**

**Subject Matter: Social Policy Framework Leadership Team - Draft Terms of Reference**

**Department: Community Development Services**

Presented By: Patrick Lancaster

**GPC Meeting Date: April 22, 2024**

**Topic:** A draft Terms of Reference for the Social Policy Framework (SPF) Leadership Team has been completed.

**Background:** The City of Lloydminster's 2022-2025 Strategic Plan identified the need for the completion of a Social Needs Assessment and Social Policy Framework to advance Strategic Plan: 3.4.1.

Working with local businesses, non-profits, and residents, the City of Lloydminster conducted a Social Needs Assessment to gain a better understanding of the current social needs of Lloydminster. A survey was shared with residents from April 11 to May 30, 2022, and saw 2,003 participants. The results of this survey are available at [www.lloydminster.ca/lloydneeds](http://www.lloydminster.ca/lloydneeds).

On April 22, 2022, *bassa*:Social Innovations was awarded the contract to develop a Social Policy Framework with the City of Lloydminster. *bassa* utilized the findings of the needs assessment survey in conjunction with focus groups to create a Social Policy Framework (SPF).

On December 12, 2022, the completed Social Policy Framework was approved by Council.

On March 6-7, 2023, a Collective Impact conference was hosted to begin implementation of the Social Policy Framework. Community partners spent two days working with staff from *bassa*:Social Innovations and the Tamarack Institute learning about building shared goals and outcomes. The workshop was funded through Health Canada's Intersectoral Action Fund.

Following the workshop eight (8) volunteers were recruited to be part of an interim SPF Leadership Team to help get the project started. This Team has developed the Terms of Reference for the Social Policy Framework Leadership Team by reviewing the Social Policy Framework, examples of other terms of reference, and discussion.

The SPF Leadership Team acts as the central hub, connecting all the Working Groups, providing direction, and collecting outcomes.

Members are recruited to the SPF Leadership Team through a recruitment subcommittee that may directly invite members or host open calls for applications as deemed necessary.

The Working Groups are formed by the SPF Leadership Team to carry out action/activities related to the identified priorities. For example, the Housing Working Group would carry out

specific actions identified in the housing needs assessment based on the resources collectively available and report their progress or challenges back to the SPF Leadership Team.

The Social Policy Task Force is gathered to assist in situations where policy/legislation issues are too great for Working Groups or the SPF Leadership Team to address and require the intervention or advocacy of higher levels of government. Membership of this group would be comprised of high-level administrators linked to ministries or partnerships that intersect with the priorities of the SPF such as assistant deputy ministers.

The interim SPF Leadership Team wished to incorporate the values, principles, and strategies outlined in the Social Policy Framework into the Terms of Reference.

Members are appointed by Council to demonstrate the City's commitment to as a backbone organization and to highlight the importance and commitment of being part of the SPF Leadership Team.

If the terms of reference are approved the next steps will be:

- recruitment and appointment of Social Policy Framework Leadership Team members;
- establishing a Housing Working Group;
- establishing an Income Inequity (Poverty) Working Group;
- recruitment for the Social Policy Task Force;
- developing a long-term plan for future Working Groups.

**Objective:** The purpose of the Social Policy Framework Leadership Team (Team) is to bring together a cross-section of "community interest" committees, business stakeholders and individuals to work together to coordinate implementation and execution of the Social Policy Framework and address the needs of community. The SPF is intended to serve as the impetus and catalyst for collective action on community issues identified through community engagement and the Social Needs Assessment.

**Options:**

1. That the Committee accept this report as information and that the item be brought forward to a future Regular Council meeting for a decision.
2. That the Committee request more information and that the item be brought forward to a future Regular Council meeting for a decision.
3. That the Committee request more information and that the item be brought forward to a future Governance & Priorities Committee meeting.

**Alignment with Strategic Plan:** This item is in alignment with the following strategic area: Providing a Safe Community. Identifying community needs and the roles and responsibilities of different levels of government.

**Governance Implications:** N/A



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**Budget/Financial Implications:** The Social Policy Framework is a budget line within the 2024 annual budget.

**Environmental Implications:** N/A

**Report Approval Details**

Document Title:	Social Policy Framework Leadership Team Draft Terms of Reference.docx
Attachments:	- SPFLT TOR Draft.docx - 221207 - Lloydminster SPF Executive Report - Final.pdf - SPF ToR.pdf
Final Approval Date:	Apr 15, 2024

This report and all of its attachments were approved and signed as outlined below:

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