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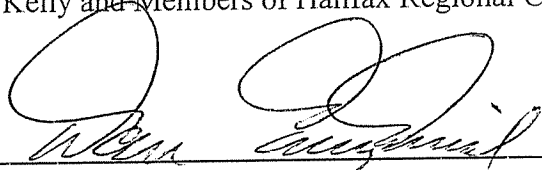


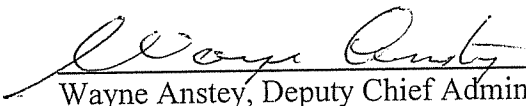
PO Box 1749
Halifax, Nova Scotia
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Halifax Regional Council
July 3, 2007
Committee of the Whole
July 31, 2007

REVISED

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY: 
Dan English, Chief Administrative Officer


Wayne Anstey, Deputy Chief Administrative Officer - Operations

DATE: June 18, 2007

SUBJECT: Approval - Terms of Reference - Graffiti Task Force

ORIGIN

During the August 1, 2006 Regional Council Session, Council approved the Graffiti Management Plan. Within the Plan, reference was made to the establishment of a Graffiti Task Force whose overall purpose is to govern and implement the Plan. This report pertains to the Terms of Reference for the Task Force.

This report had been submitted to Council for the June 12, 2007 Committee of the Whole, however, the item was deferred to the June 26th meeting of the Committee of the Whole. All information contained within the June 12th report is contained within this report, however, the report has been updated and highlighted for easy reference (as noted in bold text).

Neither the Graffiti Management Plan (Plan), nor the Draft Terms of Reference for the Graffiti Task Force, referenced participation of BPIM (Call Centre) on the Task Force. With the Call Centre being an integral part of the Plan, and to accommodate this change, reference to BPIM has been added to Sections 1 and 4 (Background and Composition) of the Terms of Reference.

Further, to ensure consistency of the Terms of Reference with the Plan document, the Plan will be updated to include the addition of BPIM to Section 3.1 (Who is Responsible for Implementing the Plan).

Recommendation on Page 2

RECOMMENDATION

It is recommended that Council adopt the Terms of Reference for the Graffiti Task Force (Appendix A).

BACKGROUND

Regional Council, on August 1, 2006, adopted the Graffiti Management Plan. The Plan was put in place in order to carry out Council's commitment in ensuring a whole community approach in ridding HRM of graffiti.

DISCUSSION

The goal of the Graffiti Management Plan is to reduce the prevalence of graffiti in HRM through a coherent set of initiatives while simultaneously strengthening our community capacity and increasing civic responsibility.

The Graffiti Task Force, with all stakeholders/partners (Canada Post, Aliant, NSP, CN, HRSB), will govern and implement the Plan, through a co-ordinated, multifaceted approach.

BUDGET IMPLICATIONS

There are no financial implications associated with adopting the Terms of Reference.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

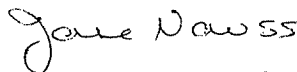
This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES - Council may choose to defer adoption of the draft Terms of Reference, however, staff does not recommend this option.

ATTACHMENTS - Appendix A - Draft Terms of Reference - Graffiti Task Force.

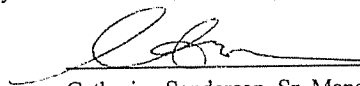
A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared and approved by:



Jane Nauss, A/ Manager, Community Response, 490-4070

Report Approved by:



Catherine Sanderson, Sr. Manager, Financial Services, 490-1562

APPENDIX A
Terms of Reference

HALIFAX REGIONAL MUNICIPALITY
GRAFFITI TASK FORCE

DRAFT

The *Graffiti Task Force* was established to govern and implement the Graffiti Management Plan that was adopted by Regional Council on August 1, 2006.

1. Background

Halifax Regional Council adopted the Graffiti Management Plan (herein referred to as ‘the Plan’) on August 1, 2006.

The goal of the Plan is to reduce the prevalence of graffiti in HRM through a coherent set of initiatives, while simultaneously strengthening community capacity, and increasing civic responsibility.

The Plan’s Strategic Focus is comprised of a series of policies organized around key strategies that aim to address many of the gaps within the pre-existing Graffiti Eradication Program.

The Community Response Team (CRT) will co-ordinate and oversee the overall implementation of the Plan with continuous cooperation and joint administration of the following business units:

- Halifax Regional Police
- RCMP
- Capital District
- Community Development (CD)
- Transportation and Public Works (TPW)
- Corporate Communications,
- BPIM AND

- community/corporate stakeholders such as Halifax Regional School Board, Aliant, Canada Post, Canadian National, Nova Scotia Power, amongst others.

2. Purpose of the Graffiti Task Force

The overall purpose of the Graffiti Task Force is to govern and implement the Graffiti Management Plan, with all stakeholders, through a co-ordinated, multifaceted approach.

3. Role of the Graffiti Task Force

The Graffiti Task Force's primary role is to co-ordinate a comprehensive approach with stakeholders based on seven strategic areas of focus:

- Graffiti Tolerance
- Rapid Removal and Monitoring
- Community Awareness and Education
- Prevention and Diversion
- Active Enforcement
- Community and Corporate Partnerships
- Understanding and Engaging the Graffiti Sub Culture.

More specifically, the Graffiti Task Force will:

- complete the required actions as laid out in the Plan;
- within a one year period of its establishment, and every year thereafter, submit to Council, an annual report;
- keep Council and the community informed of the Plan as it develops;
- monitor and evaluate the progress of the Plan;

4. Composition

Corporate Partner members of the Task Force have been invited by the Chief Administrative Officer. Staff representation have also been invited to participate. The Mayor and one additional Member of Council will be through appointment by Council's Selection Committee.

Corporate partners invited to participate include Halifax Regional School Board, Aliant, Canada Post, Canadian National, Nova Scotia Power, NS Dept of Transportation and Public Works. The Task Force may invite others as deemed necessary.

Staff representation includes:

- Community Response Team
- Halifax Regional Police
- RCMP
- Capital District
- Community Development
- Transportation and Public Works (TPW)

- Corporate Communications
- BPIM.

5. Sub-Committees

The Task Force may establish sub-committees to deal with specific issues.

6. Appointment/Re-appointment

The Graffiti Task Force shall exist until progress dictates that its actions are complete and/or direction from Council. Council Members can be re-appointed for a maximum of three consecutive years.

8. Chair and Vice-Chair

The Graffiti Task Force shall elect a Chair and Vice-Chair from Council and Partner representation (no staff).

9. Role of the Chair/Vice Chair

The role of the Chair, in whole or part, can and will be shared with or delegated to the Vice-Chair. The Chair (Vice Chair) is an impartial individual who guides the process and facilitates meetings. The Chair (Vice Chair) will keep the group focused on the agreed-upon task, suggest alternative methods and procedures, and encourage participation by all committee members. The Chair (Vice Chair) will work with staff in preparing agendas and meeting summaries.

10. Meetings

Meeting schedule and location will be determined by Task Force.

11. Quorum

Quorum shall consist of not less than 50% +1 of the voting members.

Meetings can be held without a quorum present, however, a quorum will be required for voting purposes.

12. Decision Making

Decisions about what to recommend to the Regional Council will be made by *consensus*. If necessary a vote will be taken, and minority reports may be submitted if any member wishes to do so.

Approved on: