

Charter of the Human Services Planning Coalition for York Region
(Adopted by HSPP, January 21st, 2004)

Preamble

The task of planning and delivering human services that support a safe, healthy community and maintain and promote a high quality of life demands vision, sharing, co-ordination, and expertise.

York Region's population has grown from 170,000 in 1971 to 867,000 in 2004 and is projected to reach 1,280,000 by 2026. Together, our residents have cultivated a rich mosaic of communities representing a broad demographic mixture of age groups, ethno-cultural heritages and socio-economic perspectives. Planned growth in such a diverse and rapidly expanding region is inextricably linked to integrated, long-term human service planning.

The Human Services Planning Coalition was established to enhance that linkage. The Coalition is composed of leaders and consumers from many different sectors who, when considered as a whole, represent a broad view of the human services sector in York Region. The Coalition is a partnership between representatives of government, service provider agencies and corporations, the non-profit sector and consumers of service.

The partners are committed to the principle of sharing resources and combining efforts towards the achievement of effective long-term human services planning. The Coalition supports and encourages planning activities that result in healthy communities, a sustainable environment and a high quality of life for everyone in York Region.

The Coalition will advocate for adequate and timely funding of human services in York Region; act as an advisory, resource and planning forum; and foster partnerships. It will continuously involve the community and it will use its voice to support decisions, commitments and efforts that build and nurture smart growth in healthy communities where volunteerism and civic engagement flourish.

Article 1: Purpose

1.2 The coalition exists to share resources and combine efforts to achieve a sustainable, long-term, integrated planning framework for human services in York Region. The purposes of the Human Services Planning Coalition (HSPC) are to:

- identify on-going needs and long-term solutions;
- coordinate funding and planning efforts;
- act as a conduit of information; and
- marshal resources.

1.2 So that:

- quality of life in York Region is maintained and enhanced;
- the capacity of the human services sector to meet the needs of York Region residents is enhanced;
- a healthy human services sector becomes sustainable, which in turn, will contribute to a healthy, vibrant economy in York Region;
- adequate and timely funding for all human services is enhanced;
- adequate and timely funding for high priority service needs is enriched;
- partnerships and opportunities for agencies to enlist support of other agencies are created;
- planning becomes a process of promotion, development and coordination for service providers in response to the changing needs of consumers.

Article 2: Principles

2.1 The HSPC will be inclusive and representative of the broad community.

2.2 The discussions and decisions of the HSPC will be open and accountable to the providers and consumers of human services in York Region.

2.3 By coordinating the efforts of many, the HSPC will provide added value to create “a whole that is greater than the sum of its parts”.

2.4 The HSPC will be responsive to the social environment of York Region.

Article 3: Organization and Accountability

3.1 The HSPC is a coalition of partners representing government, service provider agencies and corporations, the non-profit sector and consumers who have joined together in response to a broad community initiative.

3.2 The activities of the HSPC shall be governed by a Management Committee of Sector youth and community representatives plus four ex-officio members.

- 3.3 The Management Committee shall have two Co-chairs, one of whom shall be the representative of York Regional Council and the other elected by the remaining full membership of the committee.
- 3.4 Co-chairs and members of the Management Committee shall serve for a two-year term. Terms of office may be renewed to a maximum of two consecutive appointments.
- 3.5 Expiring terms of office shall be rotated on a basis of no more than 50% renewal annually.
- 3.6 The Management Committee of the HSPC shall meet at least four times a year. The Management Committee shall determine a workplan and set priorities for its initiatives annually.
- 3.7 The Management Committee shall provide an annual report of its workplan and accomplishments to York Regional Council and to the public.
- 3.8 Regional Council shall consider reports, deputations or recommendations from the Management Committee of the HSPC to be representative of the best interests of human service providers, stakeholders and residents in York Region.
- 3.9 Administrative and financial support for the core activities of the HSPC shall be provided by the Regional Municipality of York.
- 3.10 The Management Committee of the HSPC shall pursue additional financial or resource support from community partners, other levels of government or sponsoring agencies as necessary and appropriate to realize the objectives set in its workplan.
- 3.11 The HSPC shall establish Task Groups and Action Groups of appropriate membership and duration to support its workplan priorities, special projects and issue-specific initiatives.

Article 4: Membership

- 4.1 The membership of the Management Committee shall consist of one representative (and up to one designated alternate) from each of the following sectors: Regional Council; Area Municipalities; the education sector; the police and safety sector; the hospital-based health care sector; the community health care sector; the social services and family support sector; the voluntary and non-profit sector; the recreation and culture sector; the transportation and transit sector; the affordable housing sector; the seniors and special needs sector; the faith sector; the children's

and youth sector; the immigrant and settlement services sector; the business and corporate sector; the planning and development sector; and the research and innovation sector.

- 4.2 In addition, the membership of the Management Committee shall consist of three members-at-large (and up to three designated alternates) from the community. Community members shall be selected on the basis of inclusive, fair and equitable criteria.
- 4.3 In addition, the membership of the Management Committee shall consist of one youth representative (and up to one designated alternate).
- 4.4 In addition, four ex-officio officials consisting of the Regional Chair and one representative each of the Ministry of Community and Social Services, the Ministry of Health and Long-Term Care, and Human Resources Development Canada shall sit as members of the Management Committee.
- 4.5 Sector representative members shall be paired with a designated alternate. The sector representative and designated alternate shall work collaboratively to represent their sector and, when HSPC issues are voted upon, shall share a single vote.
- 4.6 Sector representative members shall be selected by nomination and majority vote of remaining Management Committee members.
- 4.7 Membership on Task Groups and Action Groups shall be open to the residents of York Region and to all stakeholders.

Article 5: Roles and Responsibilities

- 5.1 Full members shall be responsible for representing the interests and issues of their sector. Either the full, or a designated alternate, shall attend all Management Committee meetings. Members shall also participate at strategy sessions and contribute to the efforts of relevant Task or Action Groups.
- 5.2 Community members, and their designated alternates, shall represent the voice of consumers and the interests of the broad community.
- 5.3 Designated alternates shall represent their partnered member at Management Committee meetings, Task or Action Groups and on other occasions when the full member is unable to be in attendance.
- 5.4 Designated alternates shall serve on Task or Action Groups and participate in the activities of the HSPC as valued contributors.

5.5 The Regional Municipality of York, through the Human Services Planning Branch, shall provide the necessary staff support for meetings and activities of the Management Committee of the HSPC.

5.6 The Regional Municipality of York, through the Human Services Planning Branch, shall provide support to host planning forums or provide communication tools to assist members represent the interests and issues of their sector.

5.7 Full members, with the assistance of their designated alternate and resources provided through the Human Services Planning Branch, shall ensure HSPC decisions and recommendations are communicated to boards, agencies and individuals in their sector.

5.8 Full members, with the assistance of their designated alternate and resources provided through the Human Services Planning Branch shall serve as a link to existing community networks and as a facilitator to community networks that need to be established.

Article 6: Communication

6.1 Meetings of the Management Committee of the HSPC shall be open to the broader community and to all who wish to attend. An exception may be made for in-camera meetings when a sensitive monetary or legal issue is under discussion.

6.2 Minutes of the Management Committee shall be regularly posted on the Internet. Minutes will, in addition, be mailed to members of the public on request.

6.3 Newsletters, calendars, public service announcements, stakeholder and community meetings shall be used extensively to communicate with stakeholders and residents in York Region.

Glossary of Terms

Action Group means a committee formed for the purpose of achieving a goal or objective. Its duration may be short or medium term and it usually requires a significant time or resource commitment from its members.

Affordable housing sector means providers who ensure shelter is available for all residents at all times and who support the provision of a sufficient and accessible range of affordable housing options in York Region.

Business and corporate sector means a business or corporation that contributes to the healthy and sustainable economy of York Region.

Children's and youth sector means providers who strengthen and enhance programs and services for the specific benefit of children and youth.

Community health care sector means providers of health care, including family physicians, usually delivered through health promotion, treatment and care through all phases of life.

Community member means a member or designated alternate serving as a citizen-at-large on the Management Committee of the HSPC and who takes on the role of representing the voice of consumers and the interests of the broader community.

Education sector means providers of education in public and private schools, colleges, universities and related institutes of learning.

Faith sector means faith-based organizations that support and provide moral guidance to all people seeking or needing assistance.

Hospital-based health care sector means providers of acute health care and services such as inpatient rehabilitation and complex continuing care, usually delivered through or in association with a hospital.

Human services are those programs and services that support a safe, healthy community and maintain and promote its quality of life. Among others, they include the police, schools, hospitals, housing providers, social services, public health, municipal recreation departments, religious organizations, neighbourhood centres, individual practitioners, non-profit, voluntary and commercial organizations.

Immigrant and settlement services sector means providers who assist immigrants to settle and integrate as contributing members of the community.

Partnership means a coalition representing government, service provider agencies and corporations, the non-profit sector and consumers who have joined together in response to a broad community initiative and who are committed to the principle of sharing resources and combining efforts towards the achievement of effective long-term human services planning.

Planning and development sector means professional land use and community planners.

Police and safety sector means police and providers of emergency services that ensure communities are safe and protected.

Recreation and culture sector means providers who ensure that leisure activities, parks and open space are available and accessible to all

Seniors and special needs sector means providers who have a primary mandate to support healthy aging and access to specialized services so that people can live in the homes and communities of their choosing.

Smart Growth means comprehensive planning that links development to quality of life and provides choices in housing and transportation.

Social services and family support sector means providers who have a primary mandate to encourage self-sufficiency, equity and strong family relationships that individuals need to achieve their full potential.

Task Group means a committee formed for the purpose of undertaking a review or specific task. Its duration is usually short term and its membership can be broad.

Transportation and transit sector means providers who ensure accessible, affordable and frequent transit to the human services and employment people need to support their lifestyle requirements.

Voluntary and non-profit sector means providers who have a primary mandate to encourage the building of community capacity by supporting volunteers and grass-roots non-profit organizations.

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