

## **Attachment 7: Employment and Labour Market Advisory Working Group Terms of Reference**

### **Preamble**

Ontario Gaming GTA LP (OGGLP or "the Partnership") is committed to ensuring the Woodbine renewal is a force for positive change in the GTA – particularly for nearby neighbourhoods and for residents who are at a social or economic disadvantage. To this end, the Partnership has designed a 20-year Employment and Labour Market Plan that will align with the City's ongoing work and exceed the Partnership's already-strong practices across Canada to create thousands of high-quality jobs, establish valuable skills training programs, and facilitate equitable access to the unique opportunity afforded by redevelopment.

Based on extensive discussions with City Staff and other stakeholders, the core of the Partnership's Employment and Labour Market Plan is a collaborative approach to strengthening the employment pathway for local residents and equity-seeking groups. The Partnership's core strength as a private sector job creator is hiring, training, and upskilling team members, with redevelopment and enhanced operations leading to increased labour market demand.

Meanwhile, a strong cluster of City and social sector organizations are primarily focused on identifying, strengthening, and supporting a pool of candidates, with a focus on local residents, youth, and disadvantaged groups. When each player in this employment ecosystem is helping to build and strengthen program alignment, this plan will help to ensure that supply and demand connect.

Through the Employment and Labour Market Advisory Working Group, OGGLP will work with the City of Toronto and key stakeholders in order to monitor inputs and outcomes and receive feedback that will allow its plans to be measured and strengthened.

### **Name**

Employment and Labour Market Advisory Working Group

### **Purpose**

The role of the Working Group is to oversee the implementation and reporting of outcomes of the Employment and Labour Market Plan, including skills training and apprenticeship opportunities that provide improvements to the lives of Toronto residents.

### **Membership**

While membership will evolve over time, the initial composition of the Working Group will comprise:

- Ontario Gaming GTA Limited Partnership (OGGLP) senior leadership (OGGLP to chair)
- Casino Woodbine local leadership
- Ontario Lottery and Gaming Corporation (OLG)
- One Toronto Gaming

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- City of Toronto, including designates from:
  - Economic Development and Culture
  - Toronto Employment & Social Services
  - Social Development, Finance & Administration
- Pillar community partners, such as:
  - Humber College
  - The Career Foundation - Etobicoke
  - YMCA
  - YMCA Greater Toronto
  - Other community-based employment and workforce training organizations serving the Etobicoke/Rexdale area
  - Unifor Canada - Rotating inside labour seat – not filled by unions
  - PSAC - Rotating inside labour seat – not filled by unions
  - Teamsters Canada - Rotating inside labour seat – not filled by unions

### **Roles and Responsibilities**

The Committee is accountable for:

- Fostering collaboration to advance strategies that work towards meeting the objectives of the Employment and Labour Market Plan for the Woodbine Local Area, including the planning, coordination and/or development of skills training, employment and apprenticeship opportunities, customized recruitment approaches and associated partnerships.
- Removing obstacles for the collection and sharing of data, where appropriate, related to employment and labour market development.

The membership of the Committee will commit to:

- Sharing communications and complete, accurate and meaningful information, where appropriate, amongst Committee members
- Notifying members of the Committee, as soon as is practical, if any matter arises which may be deemed to affect the mandate of the committee
- Gathering and sharing information and opportunities based on community engagement
- Discussing how best to share candidate pool data appropriately and effectively across service providers and client bases.

OGGLP will commit to gathering and sharing key employment metrics including:

- Source of candidates (e.g. City and other employment programs)
- Type of equity seeking group (based on voluntarily-provided information, with appropriate privacy controls)
- Geographical breakdown (e.g. targeted Neighbourhood Improvement Areas)
- Total number of training hours
- Total employment hours

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- Total number of employees
- Breakdown of employee type
- Longitudinal tracking, with parameters to be developed iteratively through the Working Group

OGGLP will also commit to sharing progress updates relative to the three streams of activity identified in the Employment and Labour Market Plan:

- Stream 1: Community Engagement, including the hiring of a Community Employment Coordinator, the formation of key City and community partnerships, targeted information and employment sessions and long-term collaboration on plan refinement.
- Stream 2: Training Opportunities, including pre-employment and role-specific skills training, support for bridging programs, the exploration of apprenticeship opportunities and long-term, on-the-job training.
- Stream 3: Social Recruitment Practices: Including non-quota, place-based candidate prioritization, special consideration for members of equity-seeking groups, the minimization of educational and other barriers, and specific strategies for construction employment.

### **Meetings**

All meetings will be chaired by OGGLP.

Meetings of the Working Group will be held quarterly at either Casino Woodbine, City Hall, or Etobicoke Civic Centre.

Meeting documentation will be provided by OGGLP. This includes:

- Preparing agendas, minutes and supporting papers.
- Preparing meeting notes and information.

A meeting quorum will be a simple majority of members of the Committee.

As a Working Group, decisions will be made by consensus.

### **Reporting**

- Provide quarterly updates to the Community Steering Committee on the ongoing implementation of the Employment and Labour Market Plan and outcomes.
- Public reporting annually on key activities and progress against targets.

### **Term**

- These Terms of Reference are effective May 1st, 2018 and will be ongoing until terminated by mutual agreement between OGGLP and the City of Toronto.

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### **Amendment, Modification or Variation**

These Terms of Reference may be amended, varied or modified in writing after consultation and agreement by OGGLP and the City of Toronto. It is the mutual expectation of OGGLP and the City of Toronto that the composition and approach of this Working Group will evolved as needed.