

Terms of Reference

Background

In December 2017, City Council unanimously approved the Toronto Action Plan to Confront Anti-Black Racism ("Action Plan"). On February 12, 2018, Council approved our request to begin implementation of the confronting anti-Black action plan, as well as our request to develop a Confronting Anti-Black Racism Unit to support this implementation.

Link: <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.EX29.11>

The Anti-Black Racism Partnership & Accountability Circle ("PAC") is comprised of diverse Torontonians of African descent to support the implementation of the Toronto Action Plan to Confront Anti-Black Racism in effective, collaborative and accountable ways.

The PAC is a recommendation that emerges directly from the Action Plan:

Recommendation	Action	Division
19: Increase opportunities for Black Torontonians to participate in City decision-making	19.2: Outreach, recruit and appoint diverse people of African descent to program-level advisories in City divisions.	Social Development, Finance and Administration

Purpose

As part of the Toronto Action Plan to Confront Anti-Black Racism, the Confronting Anti-Black Racism ("CABR") Unit of the City of Toronto engages 12 Black Torontonians (African descent or origin, African Black Caribbean, African-Canadian, Canadians of African descent) as part of the Partnership & Accountability Circle ("PAC"). The purpose of the PAC is to guide the CABR Unit and support the full implementation of the Toronto Action Plan to Confront Anti-Black Racism. The Partnership & Accountability Circle will be supported by the City of Toronto's Confronting Anti-Black Racism Unit.

Mandate

Through direct and ongoing engagement with the CABR Unit, Anti-Black Racism Partnership & Accountability Circle partners with the City on municipal efforts to help the City of Toronto better serve Torontonians of African descent. The Circle will:

Partnership & Accountability Circle

1. Provide guidance and advice to CABR Unit staff in the planning, implementation, evaluation and reporting of the Toronto Action Plan to Confront Anti-Black Racism;
2. Contribute insight, analysis, information, and strategy to CABR Unit service and policy planning that impacts outcomes for Torontonians of African Descent as reflected in the Toronto Action Plan to Confront Anti-Black Racism;
3. Advise the CABR Unit on areas where the City should be taking a lead, facilitating or convening to effectively advance positive outcomes for Torontonians of African Descent;
4. Support partnership development with Black communities, leaders, organizations and institutions to advance positive outcomes for Torontonians of African Descent; and
5. Facilitate transparent and effective communication and engagement with Toronto's communities of African descent.

Eligibility

At all times during their membership, all PAC members must meet the following criteria:

- Be a Black Torontonian (African descent or origin, African Black Caribbean, African-Canadian, Canadians of African descent).
- Be over the age of 12 at the time of applying to be a member.
- Reside in Toronto.

Composition

The membership of the PAC consists of 12 Torontonians of African descent or origin with diverse lived experience which includes:

- Four elders (who self-identify) who represent the wisdom of the community to hold the integrity of the Circle's principles, values and practices;
- Four youth (ages 13 to 29 years old) with diverse lived experiences; and
- Four people who represent key stakeholder groups from African descent or origin communities (key stakeholder groups include health services, social services, arts and culture, business and corporate sector, government).

The Anti-Black Racism Partnership & Accountability Circle is intended to be inclusive and reflect the diversity of Black Torontonians (African descent or origin, African Black Caribbean, African-Canadian, Canadians of African descent).

PAC Membership Terms of Service

All PAC members will:

- Commit to a two-year term. PAC members can leave the PAC at any time, but must notify the Confronting Anti-Black Racism Unit in writing immediately upon deciding to discontinue their term of membership;
- Participate in a two-day training and orientation retreat and at least one other retreat to be scheduled during the course of their membership;

- Meet once every three months, for a total of four times a year to discuss issues that matter to you, Black Torontonians, and the City of Toronto. Meetings may take place on weekends, but PAC members must be provided with a meetings schedule in advance;
- Interact outside of meetings to discuss ideas and upcoming activities;
- Engage with their communities;
- Have to sign a media waiver authorizing the Confronting Anti-Black Racism Unit to use any images or video footage taken of you. If you are under 18, a parent or legal guardian will have to sign this waiver on your behalf.

Benefits of PAC Membership

Members of the PAC are entitled to receive:

- Training and skills development opportunities
- Recognition
- TTC fare, parking, child care and food (for meetings and workshops)
- Honorarium (\$100/meeting and \$200/full-day activities)

Attendant Care/Accommodations

Reasonable efforts will be made to provide attendant care/accommodation to PAC members, upon receipt of reasonably timely receipt of the request(s) from members.

Media and Public Communications

From time to time, the CABR Unit and the PAC will engage or be engaged by the media in relation to activities, events, initiatives and/or individuals related to the Action Plan. The manager of the CABR Unit or their designate is the default media spokesperson for all CABR-related business, including the PAC.

Before offering any information or comment, PAC members are required to forward all requests from media and journalists to the manager of the CABR Unit. If the manager is unavailable or unresponsive, such requests are to be forwarded to the community development officer of the CABR.

Members of the PAC are not to represent the CABR Unit or any of its activities or initiatives, or provide information to journalists or media without prior authorization from the manager of the CABR Unit or their designate. This only applies if the PAC member is requested to offer comment or information in relation to the Action Plan and/or their participation on the PAC.

Requests made to PAC members to speak or write in a public forum, at a public event, an open community gathering, on a panel or any other similar public engagement must receive prior authorization from the manager of the CABR Unit. This only applies if the PAC member is requested to speak or write in relation to the Action Plan and/or their participation on the PAC.

All public statements made or information publicly shared by PAC members (such as documents, photos, videos and other media), including on social media, are required to be consistent with the letter and spirit of these Terms of Reference for the PAC and the Action Plan. The sharing of such statements and information must serve the purpose of guiding the CABR Unit and/or supporting the full implementation of the Toronto Action Plan to Confront Anti-Black Racism.

Unless provided with prior authorization to provide media commentary or speak publicly on behalf of the PAC and/or the CABR Unit, PAC members are to always make it explicit that their public comments, or information shared in public (including on social media), represent their own personal perspective and do not represent the position or perspective of the PAC or the CABR Unit.

If at any time a public statement is made or information is shared via social media, at a public event in community, to a representative of a media outlet, or to a journalist outside of the above terms or without prior authorization, the manager of the CABR Unit must be advised immediately. Such activity can be grounds for disciplinary action, up to and including removal from the PAC.