



City of Hamilton
COMMUNITY BENEFITS PROTOCOL SUB-COMMITTEE
AGENDA

Meeting #: 23-001
Date: September 28, 2023
Time: 9:00 a.m.
Location: Room 264, 2nd Floor, City Hall (hybrid) (RM)
71 Main Street West

Matt Gauthier, Legislative Coordinator (905) 546-2424 ext. 6437

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1. APPOINTMENT OF CHAIR AND VICE-CHAIR	
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Approved by Council on August 12, 2022
Amended by Council on January 25, 2023
Amended by Council on July 14, 2023

Community Benefits Protocol Sub-Committee

Terms of Reference

Purpose

The Community Benefits Protocol Sub-Committee is created with the purpose to:

- Develop a protocol for the use and prioritization of Community Benefits Agreements in the City of Hamilton.
- Consider opportunities to include Social Procurement within publicly funded tenders.
- Create a venue to inform, connect and encouraged Community Benefits Agreements within the City.

A Community Benefits Agreement (CBA) is founded on a shared, legally binding commitment between government, the contracting firm and community to build and complete public infrastructure projects through an effective, efficient, transparent, fair and inclusive process that supports good jobs and prevailing industry standards. (Source: Hamilton Community Benefits Network)

The use of CBAs is in alignment with the Corporate Strategic Plan as it relates to:

- Community Engagement & Participation
- Economic Prosperity and Growth
- Healthy and Safe Communities
- Clean and Green

Membership

As a Sub-Committee of Council, the Committee shall be made up of the following voting members:

- **5** City Councillors
- **4** representatives from the Hamilton Community Benefits Network

Staff shall attend the Community Benefits Protocol Sub-Committee as required. The Committee shall be supported by management level staff from the following:

- Healthy and Safe Communities Department
- Planning and Economic Development Department
- Corporate Services Department, Financial Services and Taxation Division, Procurement Section
- Corporate Services Department, Financial Planning and Policy Division

Approved by Council on August 12, 2022
Amended by Council on January 25, 2023
Amended by Council on July 14, 2023

Accountability

The Community Benefits Protocol Sub-Committee shall report through the General Issues Committee to City Council.

Meetings

Meetings shall be held on a monthly basis, or at the call of the Chair.



INFORMATION REPORT

TO:	Community Benefits Protocol Sub-Committee
COMMITTEE DATE:	September 28, 2023
SUBJECT/REPORT NO:	Hamilton Community Benefits Protocol Sub-Committee Update (HSC23026) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Bonnie Elder (905) 546-2424 Ext. 4058
SUBMITTED BY:	Grace Mater General Manager Healthy and Safe Communities Department
SIGNATURE:	

COUNCIL DIRECTION

At the August 4, 2022 General Issues Committee Council approved report HSC19066, identifying the terms of reference for the Community Benefits Protocol Sub-Committee and approving the creation of this Sub-Committee with the purpose to:

- Develop a protocol for the use and prioritization of Community Benefits Agreements in the City of Hamilton
- Consider opportunities to include Social Procurement within publicly funded tenders
- Create a venue to inform, connect and encourage Community Benefits Agreements within the City

INFORMATION

Community Benefit processes offer a way for governments to leverage their spending to achieve broader goals that benefit the community overall. By having a systematic and policy-driven approach that requires or encourages additional targets within contracted City projects, the City can increase the impact of its spending to achieve policy goals such as inclusive workforce development, supply chain diversity and other community identified priorities.

In Hamilton, the purpose of the Community Benefits Protocol Sub-Committee will be to advise staff on the development of a Community Benefits Framework and define future community benefit initiatives that support positive social outcomes in Hamilton.

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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Community Benefits Framework

A Community Benefits Framework will help to realize local community priorities and establish an implementation plan to achieve specific objectives outlined within the framework. Community consultation will help inform specific policy objectives that the Community Benefits Framework will work to address. Feedback and knowledge from internal and external stakeholders will further inform the development of the Community Benefits Framework.

Adopting a Community Benefits lens to achieve broader policy goals such as inclusive workforce development, supply chain diversity, provision of grants or incentives, etc. will require a review of current City of Hamilton policies and bylaws. Recommendations for possible changes would be identified during the development of the Community Benefits Framework and brought back to the Sub-committee for consideration.

Through preliminary discussions with the City of Toronto, City of Hamilton staff learned that significant effort and time is required to establish a Community Benefits Framework and requires input from multiple City departments and stakeholders. This could also include 'point in time' community engagement input to inform the framework.

Specific actions that could be utilized to develop the Community Benefits Framework are outlined below.

Environmental Scan:

A thorough review of existing Community Benefits Frameworks within other municipalities, including Toronto, Ottawa and Vancouver would need to be completed. This will identify opportunities for the City of Hamilton to adopt similar practices and to establish best practices based on tried-and-true methodologies.

Determine Ongoing Opportunities for Leverage:

Conduct an analysis of the types of City spending that has the potential to be leveraged to achieve the Community Benefits goals, such as infrastructure projects and City purchased goods and services. Appropriate project size thresholds could also be identified to determine projects for consideration for the framework.

Review of Existing City Policies:

In order to create a Community Benefits framework, a review of existing City policies will be required. This will include the current Procurement Policy that may require changes.

Recommendations and initiatives stemming from the Community Benefits Framework need to be aligned with the City's Procurement Policy. Staff may need to consider

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changes, if any, to the current Procurement Policy to implement those recommendations.

Community Engagement:

Community engagement is a key component of success in implementing Community Benefits Frameworks and community benefits initiatives. As such, alignment of the work outlined above to the City's Public Engagement Policy and Administrative Framework (CM21011(a)), as brought forward to the General Issues Committee on July 4, 2022, would be a valuable component to this process.

APPENDICES AND SCHEDULES ATTACHED

None

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