

Food Strategy Inter-departmental Steering Team Terms of Reference

Vision: Food for All in Hamilton

- A City with a sustainable food system where all people at all times, have physical and economic access to enough, safe and nutritious food to meet their dietary needs and food preferences.

Goals

To guide municipal policies so people in Hamilton can acquire nutritious food.

Healthy

- Healthy food is readily available within walking distance for everyone in the City (grocery stores, farmers' markets, mobile produce markets, community gardens).
- All schools, workplaces, child care centres, institutions, City-run facilities and convenience stores have healthy food and beverage choices.

Sustainable

- Hamilton has infrastructure and policies that allow urban agriculture and other means for citizens to access healthy food.

Just

- By 2023, food banks are no longer necessary in Hamilton.
- People who experience poverty have access to healthy food choices.

Objectives

- Define scope and action plan with timelines for a food strategy for Hamilton
- Establish indicators for success
- Explore funding opportunities
- Develop and recommend municipal food-related policies and programs

Activities

- Review and finalize goals and intended results of the food strategy
- Provide criteria and rationale for funding requests to the City for programs and initiatives that respond to food insecurity (e.g., criteria could favour investments that have potential for matching funds, or have sustainable futures)
- Finalize the Hamilton Food Charter, present to Senior Management Team, and gain approval from the Board of Health

- Complete an environmental scan of city resources currently allocated to food related initiatives in Hamilton (e.g. human, capital infrastructure, and operational). Analyze data and identify gaps and opportunities
- Engage, consult and incorporate the advice of community stakeholders and the three food advisory committees that currently report to council to inform the food strategy

Membership

The inter-departmental steering team membership includes:

- Public Health Services: 2 representatives, a staff project lead and PHS management support (nutritional value of food, food safety)
- Community Services: 1 - 2 representative(s) (access to food, recreation settings, farmer's market)
- Public Works: 1 - 2 representative(s) (community gardens, food waste)
- Planning and Economic Development: 1 - 2 representative(s) (policies to allow urban agriculture, zoning for farmers' markets, local food map and directory, incentives for healthy food in corner stores)
- Neighbourhood Strategy: 1 representative (urban agriculture, community food centres)

Quorum will be reached when more than 50% of members are present

Chair

PHS Project Lead

Meetings

Monthly, or at the call of chair

Agenda and Minutes

Agenda will be developed by the chair and distributed in advance.

Draft minutes will be distributed to members within one week of a meeting. Meeting participants may submit revisions up to one week following this. After this time, all received revisions will be incorporated and the minutes will be considered approved.

Accountability

Reports to Senior Management Team

Approval

Senior Management Team on May 10, 2013

Revisions accepted by Food Strategy Steering Team on August 26, 2013