

**Cleanliness and Security in the Downtown Core Task Force
Terms of Reference**

Mandate:

To identify issues related to the perception of the cleanliness and security of the Downtown Core and recommend appropriate action and strategies to rectify the perception. To create short-term action plans for immediate implementation and long-term action plans involving partnerships and associated funding implications.

Composition:

Downtown BIA
International Village BIA
James Street South Business District
James Street North Business Merchants
Ward 2 Councillor
One Additional Councillor
Four Community Representatives

Geographic Boundary:

Cannon Street (in the North) and Hunter Street (in the South) from Queen Street (in the West) to West Avenue (in the East).

James Street from Charlton Street (in the South) to Strachan Street (in the North).

Supporting Staff:

The Task Force will be provided support by relevant divisions within Public Works, Planning and Development, Police Services, Fire Department and Tourism. Support from Finance, Legal and Social Services will be provided as required.

Reporting:

The Task Force will report in time for the May meeting of the General Issues Committee with short-term actions, and in September with long-term actions including potential budget implications.

Rules and Procedures:

The Task Force will meet at the request of the Chair and the proceedings of the Task Force shall be conducted as set out in Bourinot's Rules of Order.

Key Activities:

- Determine the geographic boundary
- Identify the issues/problem statement
- Identify the existing level of service
- Identify the desired level of service
- Identify alternative solutions to meet desired level of service
- identify costs to implement the alternative solutions
- develop a short-term plan of action by May
- develop a long-term plan of action by September
- Identify budget implications for following year
- Examine the recommendations identified as part of the Mayor's Proudly Hamilton initiative and incorporate these, where applicable, into the short-term and long-terms plans of action