

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.