



North Lanark Joint Planning Committee (ConnectWell and Township of Lanark Highlands)

Terms of Reference

Reviewed October 24, 2016

PURPOSE: The Joint Planning Committee formed as a result of a partnership between the Township of Lanark Highlands and the North Lanark County Community Health Centre in 1999 called “The Highlands That We Want 2020” strategic planning process.

The Joint Planning Committee oversees and co-ordinates activities and advocacy directed at the achievement of common goals which are consistent with the Vision and Mission and Strategic Directions of ConnectWell Community Health – Lanark site and the Township of Lanark Highlands. We serve as an advisory committee and communications link supporting the Township of Lanark Highlands Municipal Drug Strategy.

FUNCTIONS:

Within the framework of the member bodies’ vision, mission and strategic priorities, and respecting the resources available to both organizations, the responsibilities of the Joint Planning Committee include:

1. Sharing information about current and developing programs, services, and/or initiatives that are intended to benefit the local (Highlands) population;
2. Identifying trends and issues that could have a significant impact on the health of the local (Highlands) community;
3. Co-ordinating activities and advocacy directed at common community concerns where a joint/shared approach or position provides strength or enhances the effort;
4. Reporting and providing information and/or recommendations to their respective governing bodies (ConnectWell Board of Directors and the Township of Lanark Highlands Council) regarding common issues and proposed direction;
5. Monitoring data and progress related to the Municipal Drug Strategy, and initiate and/or assist with drug strategy initiatives;
6. Providing information and/or updates to the community-at-large on common undertakings and joint initiatives.

FREQUENCY OF MEETINGS: The committee shall meet quarterly or at the call of the Chair and meetings will be conducted at a time and place convenient to the members of the committee.

REPORTING REQUIREMENTS: The minutes of the Joint Planning Committee will be circulated to the members of the committee and once approved, through their representatives, to the Township of Lanark Highlands Council and the Board of Directors of ConnectWell Community Health.



MEMBERSHIP: The Joint Planning Committee shall consist of: a minimum of three members representing the Township of Lanark Highlands (including the Mayor, CAO, and a representative from the Police Services Board), a minimum of three members representing ConnectWell Community Health – Lanark site (including the Chief Executive Officer, a member of the ConnectWell Board of Directors, and a staff resource), a member from the Lanark Highlands Youth Centre, and up to three representatives from the community-at-large.

The committee Chair shall be elected by the committee at the first meeting after the ConnectWell Annual General Meeting and/or after a municipal election and change in Council representation.