

# Measuring Up: Forming Your Committee



## ... How to Form Your Committee

A Measuring Up committee represents a core group of community stakeholders that will lead your Measuring Up process. The committee members work together to decide how to implement Measuring Up locally and to ensure the widest possible range of perspectives are included in this process. With this in mind, your Measuring Up committee should reflect the full diversity of your community.

Here is a list of suggested groups to approach when creating your committee:

- Persons with a range of disabilities, including:
  - » Hearing disabilities
  - » Visual disabilities
  - » Physical disabilities
  - » Developmental disabilities
  - » Intellectual disabilities
  - » Mental health disabilities
  - » Temporary or chronic health conditions
  - » Other
- Local government
- Aboriginal groups
- Social services
- Health services
- Education services
- Ethno-cultural groups
- Older persons
- Youth
- Local businesses (example: Chamber of Commerce)
- Other groups important in your community



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When your Measuring Up committee is established, it may be helpful to develop a terms of reference document to provide direction to committee members on the details and responsibilities of their participation. Based upon the experiences of the over 100 communities already involved with Measuring Up, we have developed two sample terms of reference (see pages 3-6) for committees to use as a base for developing their own document.

We're also here to help. Feel free to contact 2010 Legacies Now's Measuring Up team to talk about your experiences, share your own best practices or to communicate challenges. We look forward to hearing from you.

Measuring Up Team

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### Sample Measuring Up Committee Terms of Reference:

#### Sample 1

#### Committee Beliefs and Values:

- Everyone has an important contribution to make to community life and a responsibility to do so;
- Persons with disabilities are as creative, entrepreneurial and innovative as any other societal group and want an opportunity to demonstrate their diverse gifts;
- The health, well-being and strength of our community requires the presence, participation and engagement of all its members;
- The opportunity to contribute is enhanced when all sectors share responsibility for removing barriers and promoting accessibility and inclusion; and
- Everyone benefits when everyone participates.

#### Committee Roles:

- To complete a Measuring Up community assessment of accessibility and inclusion;
- To develop a strategic plan to improve community accessibility and inclusion based upon the results of the community assessment;
- To provide advice to local government regarding implementation of the strategic plan and the completion of related projects;
- To provide a cross-disability perspective on inclusion and accessibility affecting all persons with disabilities; and
- To ensure that the Measuring Up process engages the broad community, including persons with a wide variety of disabilities.

## Measuring Up: Forming Your Committee

### Committee Composition:

- Municipal representative
- Persons with a range of disabilities
- Local government
- Aboriginal groups
- Social services
- Health services
- Education services
- Ethno-cultural groups
- Older persons
- Youth
- Local businesses
- Other

### Term:

Members will commit to a one-year term, which may be extended according to committee policy. The committee will have a rotating chair.

### Meetings:

Monthly - meetings will also be held on an as-needed basis.

## Sample 2

### Committee Mandate:

The mandate of the Measuring Up Committee is to work as a team to the best of our ability within the resources available to us, and in partnership with interested parties and key stakeholders, to foster the development of a community that is fully accessible and inclusive for everyone.

### Committee Principles:

- Citizens with disabilities will be active participants in our work;
- We will work inclusively, respectfully and collaboratively; and
- Accessibility and inclusion to us means not only the absence of barriers, but also the ability to participate meaningfully in community life.

The committee will work with the community to implement Measuring Up, focusing on one or more of the Measuring Up elements:

- 1) Support Services
- 2) Access to Information
- 3) Economic Participation
- 4) Community Contribution

### Committee Leadership:

A chairperson and vice-chairperson will be appointed by the members for a one-year term (renewable).

### Committee Membership:

- Municipal representative
- Persons with a range of disabilities
- Local government



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### **Term:**

A one-year commitment is encouraged. Meetings occur monthly.