



SOCIAL DEVELOPMENT DEPUTY MINISTERS' COMMITTEE TERMS OF REFERENCE

AUTHORITY

This Terms of Reference is established under the authority of the Government of the Northwest Territories' (GNWT) Senior Management Committee of Deputy Ministers.

MANDATE

The mandate of the Social Development Deputy Ministers' Committee (the Committee or SD DMC) is to provide an interdepartmental focus to identify issues, coordinate policy, track efforts and as appropriate, provide direction and timelines to inform recommendations to the Social Development Committee of Cabinet (SD COC) with respect to the GNWT's focus on:

- (a) Integrated Service Delivery and the coordination of government services to address social issues including, but not limited to:
 - a. anti-poverty, homelessness and food security;
 - b. housing quality, availability and affordability;
 - c. improving program and service delivery for children in care;
 - d. mental wellness and addictions; and
 - e. family violence;
- (b) early childhood development; available and affordable childcare; and JK-12 education systems and institutions; youth leadership and capacity building;
- (c) crime prevention and reduction, including community wellness, public safety and security;
- (d) health and social services systems, including seniors and children in care;
- (e) overall health and wellness of residents, including community wellness, healthy lifestyles, programs and services for seniors and persons with disabilities; and
- (f) communications approaches to and implications of government initiatives related to social development issues.

CHAIR AND DM LEAD

The Deputy Minister (DM) of Justice is the Chair of the Committee and the DM Lead for the SD COC. The Deputy Minister of Municipal and Community Affairs is the Vice-Chair of the Committee and the Vice-DM Lead for the SD COC.

COMPOSITION

The Committee comprises the:

- Deputy Minister of Executive and Indigenous Affairs
- Deputy Minister of Finance
- Deputy Minister of Health and Social Services
- Deputy Minister of Education, Culture and Employment
- Deputy Minister of Justice
- Deputy Minister of Municipal and Community Affairs
- President of Housing Northwest Territories
- Associate Deputy Minister of Housing Northwest Territories

All Deputy Ministers and Associate Deputy Ministers have a standing invitation to attend Committee meetings.

QUORUM

The Chair, or the Vice-Chair, and any two individuals appointed to the Committee constitutes a quorum.

OPERATIONS

The Committee:

- (a) will remain informed of emerging issues and challenges related to the Committee's mandate;
- (b) will review, coordinate and monitor actions undertaken to address the issues and challenges that fall within the mandate of the Committee or as otherwise directed;
- (c) may establish subcommittees to help carry out the Committee's operation;
- (d) may establish meeting procedures and policies necessary to the committee's operations;
- (e) will meet monthly or as required at the call of the Chair;
- (f) will record direction given and track related actions, as appropriate;
- (g) will report to the Senior Management Committee of Deputy Ministers, as needed.
- (h) will ensure Ministers are briefed before the meeting of the Social Dev Committee-of-Cabinet.
- (i) will bring departmental staff as they deem appropriate to listen to the Committee's discussions and assist in the implementation of the Committee's direction.

OPERATIONAL SUPPORT

Cabinet Secretariat and Government Communications of the Department of Executive and Indigenous Affairs will provide the Committee with operational support.

Cabinet Secretariat:

- will support the Chair and the Vice-Chair to prepare for SD DMC and SD COC meetings;
- will, following each Committee meeting, submit for the information of its members and that of designated staff a brief summary of the discussions including a list of key action items; and
- will provide interdepartmental coordination on matters related to the Committee's work, including coordinating the meetings and work of subcommittees.

Government Communications:

- will provide high-level strategic communications advice at Committee meetings; and
- will lead thematic overarching communications planning as required by the Committee.

February 19, 2024



Date

Secretary to Cabinet