

**Deputy Ministers' Manitoba Advocate  
for Children and Youth Recommendations  
Action Planning (MACY-RAP) Committee  
Terms of Reference**



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**Mandate:**

The mandate of the Deputy Ministers' Manitoba Advocate for Children and Youth Recommendations Action Planning (MACY-RAP) Committee is to ensure cross-departmental and within-department coordination and collaboration on MACY recommendations. The MACY-RAP will steward and oversee Manitoba's public sector response to MACY recommendations and provide advice to government on actions and implications which may resultantly arise.

**Deliverables:**

The MACY-RAP Committee will:

- Ensure MACY-RAP reports and actions reflect comprehensive, collaborative and coordinated whole of government responses to MACY recommendations
- Meet quarterly with the MACY-RAP Sub-Committee to receive briefings on actions undertaken, and, as required, provide direction and support issue resolution.
- Brief Ministers on MACY recommendations, MACY-RAP activities and emerging issues and risks.
- Support government communications on MACY, MACY-RAP activities and government-associated reports.
- Recommend and seek authority from government on MACY-RAP reports to MACY and the public
- Ensure one whole of government report to MACY is issued on a semi-annual basis, in June and December of each calendar year.
- Approve communication materials in concert with Communications Services Manitoba (CSM) and Communication and Stakeholder Relations (CSR) as required;

**Membership**

MACY-RAP will consist of Deputy Minister's from each of the departments of:

- Families
- Justice
- Health, Seniors and Active Living
- Education and Training

The MACY-RAP Chair will be appointed on a rotational basis between membership departments. The MACY-RAP Subcommittee Chair designation will be congruent with Chair department.

A representative from Communications Services Manitoba will serve as ex-officio to the MACY-RAP committee and subcommittee and attend as requested by committee Chairs.

**MACY-RAP Administration**

- Secretariat support will be provided by the MACY-RAP subcommittee.
- MACY-RAP meetings will be pre-scheduled quarterly by the MACY-RAP subcommittee Chair. Additional meetings may be scheduled as determined necessary by the Chair.
- Decision and action minutes will be prepared and provided 10 days post MACY-RAP committee meetings.