

ESTABLISHMENT OF A NOMINATIONS COMMITTEE

EXECUTIVE SUMMARY

This report seeks Council's direction on establishing a Nominations Committee for 2016/2017 in accordance with the Council policy on *Governance and Appointments of Boards, Commissions and Committees* for the purpose of considering and recommending to Council candidates for appointment to Boards, Commissions and Committees (BCCs) at the 2016 Organizational Meeting of Council.

CITY CLERK'S RECOMMENDATION(S)

That Council:

1. Establish a Nominations Committee for 2016/2017 in accordance with the Council policy on *Governance and Appointments of Boards, Commissions and Committees*;
2. Appoint up to six Councillors to serve on the Nominations Committee for a one-year term set to expire on 2017 May 16;
3. Direct that Report C2016-0381 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act* until Council rises and reports on the matter; and
4. Direct that Attachment 3 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act*.

PREVIOUS COUNCIL DIRECTION / POLICY

At the 2016 April 25 Regular Meeting of Council, Council adopted a Council policy on *Governance and Appointments of Boards, Commissions and Committees* and approved Implementation Phases – Legislative Governance Review Project.

BACKGROUND

The Council policy on *Governance and Appointments of Boards, Commissions and Committees* ("Council policy") provides that a Nominations Committee may be established annually by Council. In accordance with Section 5.14.2 of the Council policy, when established, the Nominations Committee is responsible for nominating applicants to Council for appointment. The Terms of Reference for the Nominations Committee (Attachment 1) provide the following:

"In May of each year, the City Clerk's Office shall prepare a report seeking direction from Council on the establishment of a Nominations Committee. In preparing the report, the City Clerk's Office will canvass Councillors on their interest in being appointed to the Nominations Committee. If a Nominations Committee is established, those Councillors interested in being appointed shall be considered by Council when making appointments to the Nominations Committee".

The Nominations Committee consists of up to seven Members of Council, including the Mayor or the Mayor's designate as Chair. The Terms of Reference provide that the Nominations Committee shall meet from time to time with the frequency required to carry out its duties. In order to fulfil its mandate, ahead of the 2016 Organizational Meeting of Council, the proposed Meeting dates for the Nominations Committee, are as follows:

- Friday, September 9th;
- Friday, September 16th; and
- Friday, September 23rd.

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In accordance with Section 5.14.7 of the Council policy, the Nominations Committee “may sit in smaller panels to finalize interview questions and/or conduct interviews. The smaller panels may recommend nominations to Council”.

INVESTIGATION: ALTERNATIVES AND ANALYSIS

The Council policy on *Governance and Appointments of Boards, Commissions and Committees* provides for the establishment of a Nominations Committee to consider and recommend candidates for appointment to BCCs. While the Council policy sees all Public Member applications being submitted to the Nominations Committee for review prior to the annual Organizational Meeting of Council, the Project Manager's Implementation Phase for the Legislative Governance Review Project (Attachment 2), approved by Council on 2016 April 25, provides that in “May 2016 Council may wish to establish a Nominations Committee to address appointments for Advisory/Review/Interest Group committees only”. Accordingly, should Council establish a Nominations Committee, Public Member applications to the following Boards, Commissions and Committees will be reviewed by the Nominations Committee ahead of the 2016 Organizational Meeting:

	Advisory, Review and Interest Group BCCs
1.	Advisory Committee on Accessibility
2.	BiodiverCity Advisory Committee
3.	Calgary Aboriginal Urban Affairs Committee
4.	Calgary Heritage Authority
5.	Calgary Transit Access Eligibility Appeal Board
6.	eGovernment Strategy Advisory Committee
7.	Public Art Board
8.	Protective Services Citizen Oversight Committee
9.	Taxi Limousine Advisory Committee

The new Council policy provides that the Chair of each BCC listed above will submit an applicant short list to the City Clerk's Office prior to the Organizational Meeting of Council. The City Clerk's Office will then provide a report to the Nominations Committee with each BCC's applicant short list. Further, the new Council policy provides that the “Nominations Committee will consider the applicant short list and make recommendations to Council on which applicants should be appointed. The Nominations Committee may or may not recommend the applicants short listed by the BCC and may refer back to the complete pool of applications. A Chair may be asked to attend a Nominations Committee meeting to provide advice on their applicant short list”. In addition, the new Council policy provides that the Nominations Committee may recommend a Reserve List for each BCC listed above to Council.

Stakeholder Engagement, Research and Communication

On 2016 April 26, the City Clerk's Office canvassed Councillors for an expression of interest to serve on the Nominations Committee. Attachment 3 provides the name(s) of those Councillors who expressed an interest in serving on the Nominations Committee for a one-year term.

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Strategic Alignment

This report aligns with Council's priority of a well-run city: "Calgary's government is open, responsive, accountable and transparent, delivering excellent services at a fair price. We work with our government partners to ensure we have the tools we need" (Action Plan 2015-2018).

Social, Environmental, Economic (External)

No social, environmental or economic impacts were identified.

Financial Capacity

Current and Future Operating Budget:

There are no current and future operating budget impacts.

Current and Future Capital Budget:

There are no current and future capital budget impacts.

Risk Assessment

The new Council policy on *Governance and Appointments of Boards, Commissions and Committees* provides the option for Council to establish or not establish a Nominations Committee annually. Should Council not establish a Nominations Committee for 2016/2017, the Board, Commission and Committee appointment process will proceed in accordance with past practices of the annual Organizational Meeting of Council.

REASON(S) FOR RECOMMENDATION(S):

The Council policy on *Governance and Appointments of Boards, Commissions and Committees* provides that a Nominations Committee may be established annually by Council with a responsibility to consider and recommend to Council applicants for appointment to Boards, Commissions and Committees.

ATTACHMENT(S)

1. Nominations Committee Terms of Reference (Schedule B from the Council policy on *Governance and Appointments of Boards, Commissions and Committees*);
2. Implementation Phases – Legislative Governance Review Project; and
3. Expression of Interest to serve on the Nominations Committee.