

Public Member Appointments - Audit Committee and Planning Commission

RECOMMENDATIONS:

Review By: Do not release Attachments 1 and 2.

That Council:

1. Notwithstanding Council policy CP2016-03, *Governance and Appointments to Boards, Commissions and Committees*, appoint Public Members to the Audit Committee (Attachment 1a) and the Calgary Planning Commission (Attachment 2a) for terms to expire at the 2023 Organizational Meeting of Council; and
2. Direct that the closed meeting discussions, Attachments 1a – 2c and selection materials with respect to these appointments remain confidential pursuant to Sections 17 (Disclosure harmful to personal privacy) and 19 (Confidential evaluations) of the *Freedom of Information and Protection of Privacy Act*.

HIGHLIGHTS

- This year, most Public Member appointments to Boards, Commissions and Committees (BCCs) will be made at the 2021 November 15 Combined Meeting of Council, to allow for a Nominations Committee to be appointed and make Public Member appointment recommendations to Council. However, the BCC short list and reserve list recommendations for the Audit Committee and Calgary Planning Commission are being provided directly to Council as their Public Members must be onboarded and oriented prior to their first meetings.
- The Chairs of the Audit Committee and the Calgary Planning Commission, with support from Administration, have short listed two applicants for each vacancy, provided in Attachments 1a and 2a.
- In addition to appointing Public Members, Council may adopt a Reserve List for each BCC. Reserve Lists are used to fill vacancies that may occur when an appointed Public Member does not complete their term. before the expiration of their term.
- What does this mean to Calgarians? Public representation on BCCs brings specific skills and expertise that contribute to good governance, represent stakeholder groups, and provide a variety of perspectives, which reflect the diversity of the community.
- Why does it matter? Appointing Public Members to the Audit Committee and the Calgary Planning Commission at the annual Organizational Meeting of Council will allow orientation and onboarding to be completed in advance of first meetings.
 - Strategic Alignment to Council's Citizen Priorities: A well-run city

DISCUSSION

Council policy CP2016-03, *Governance and Appointments to Boards, Commissions and Committees (the Policy)*, directs Administration to provide the short lists and reserve lists received from Advisory, Review, Interest Group, and Administrative Tribunal BCCs, along with the Public Member applications, to the Nominations Committee for its review and recommendations to Council. However, the short list and reserve list recommendations for Audit Committee and Calgary Planning Commission are being provided directly to Council given the timing of the Nominations Committee meeting and the first meetings of both Audit Committee

Public Member Appointments - Audit Committee and Planning Commission

and the Calgary Planning Commission. Public Members of both bodies require time to onboard into the meeting management software (eScribe) as well as receive orientation prior to the first scheduled meetings. Bringing the Public Member appointments direct to Council at the Organizational Meeting, notwithstanding *the Policy*, mitigates any onboarding and orientation challenges.

The 2021 recruitment campaign for BCCs occurred between 2021 August 23 and 2021 September 23. The BCC Chairs, Vice-Chairs and Administration Resources of Advisory, Review, Interest Group, External and Regulatory BCCs were provided with Public Member applications. They then applied the BCC Qualifications and Eligibility requirements to short list at least two applicants for each vacancy, as well as to establish a Reserve List.

The advertising strategy for Public Member vacancies was designed to incorporate elements of The City of Calgary's Gender Equity, Diversity and Inclusion strategy, by ensuring that comprehensive pools of applicants were reached. Multiple advertising mediums were used to assist in reaching audiences representing diverse gender, ethnic and cultural groups, newcomers to Calgary, and historically under-represented minority groups.

STAKEHOLDER ENGAGEMENT AND COMMUNICATION (EXTERNAL)

- Public Engagement was undertaken
- Public Communication or Engagement was not required
- Public/Stakeholders were informed
- Stakeholder dialogue/relations were undertaken

The public was informed about the recruitment to City BCCs through a recruitment campaign which involved print and social media tactics, bold signs, Digital Display Units, notices in community association newsletters, and emails to organizations.

Full details of the campaign, including information on numbers of applicants, and demographics will be provided to Council on 2021 November 15, in the 2021 BCC Advertising Campaign Briefing, C2021-1211.

IMPLICATIONS

Social

At the 2019 July 22 Meeting of Council, Council approved the Gender Equity, Diversity and Inclusion Strategy and directed Administration to implement certain actions. A key strategic action was to develop standard questions and response categories for collecting demographic information (prioritizing gender) and ensure that the data is used corporately. In 2019, an annual survey was created to gather certain demographic information from BCC applicants. The data gathered has been used to assist in developing recruitment strategies which reach a diverse mix of Calgarians.

Environmental

Not Applicable

Economic

City Clerk's Office Report to
Organizational Meeting of Council
2021 November 1

ISC: UNRESTRICTED
C2021-1441
Page 3 of 3

Public Member Appointments - Audit Committee and Planning Commission

Not Applicable

Service and Financial Implications

No anticipated financial impact

RISK

No anticipated risks

ATTACHMENTS

1. CONFIDENTIAL - Audit Committee [1a Shortlist; 1b Summary Table; 1c Applicants]
2. CONFIDENTIAL - Calgary Planning Commission [2a Shortlist; 2b Summary Table; 2c Applicants]

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform