

## Public Member Appointments to Boards, Commissions and Committees

### RECOMMENDATIONS:

#### Review or Release By: Do not release Attachments 1a-16.

That the Nominations Committee recommend that Council, at its 2021 November 15 Combined Meeting:

1. Appoint Public Members to the following Boards, Commissions and Committees (BCCs):
  - a) Advisory Committee on Accessibility (attachment 1a)
  - b) Anti-Racism Action Committee (attachment 2a)
  - c) Assessment Review Board (attachment 3a)
  - d) BiodiverCity Advisory Committee (attachment 4a)
  - e) Calgary Aboriginal Urban Affairs Committee (attachment 5a)
  - f) Calgary General Hospital Legacy Fund Review Committee (attachment 6a)
  - g) Calgary Police Commission (attachment 7a)
  - h) Calgary Technologies Inc. (Operating as Platform Calgary) (attachment 8a)
  - i) Calgary Transit Access Eligibility Appeal Board (attachment 9a)
  - j) Calgary Transit Public Safety Citizen Oversight Committee (attachment 10a)
  - k) Combative Sports Commission (attachment 11a)
  - l) Licence and Community Standards Appeal Board (attachment 12a)
  - m) Social Wellbeing Advisory Committee (attachment 13a)
  - n) Subdivision and Development Appeal Board (attachment 14a)
  - o) Urban Design Review Panel (attachment 15a); and
2. Direct that the closed meeting discussions, Attachments 1a – 16 and selection materials related to report N2021-1207 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

- 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.
- What does this mean to Calgarians? Public representation on BCCs brings specific skills and expertise that contribute to good governance, represent stakeholder groups, provide a variety of perspectives, and reflect the diversity of the community.
- Why does it matter? By joining a BCC, Calgarians are actively engaged in the municipal decision-making process and provide guidance to City Council on important civic issues.
- *The Policy* provides that all Public Member applications to Advisory, Review and Interest Group, and Administrative Tribunal BCCs received by Administration are to be forwarded to the BCC Chairs. The Chair and Vice-Chair(s) of BCCs, with support from Administration, have short-listed two applicants for each vacancy, for the consideration of the Nominations Committee.

## **Public Member Appointments to Boards, Commissions and Committees**

- A Reserve List for each BCC is provided to Council if a significant number of applications have been received. Reserve Lists are used to fill vacancies that may occur when an appointed Public Member does not complete their term.
- Strategic Alignment to Council's Citizen Priorities: A well-run city

### **DISCUSSION**

The appointment of Public Members to serve on BCCs is important to The City in order to:

- Bring specific skills and expertise that contribute to good governance;
- Represent stakeholder groups;
- Represent specific groups of service users; and
- Provide a variety of perspectives, reflecting the diversity of the community.

The City Clerk's Office conducts an annual recruitment and advertising campaign seeking applicants interested in being appointed to BCCs with Public Member vacancies. A small number of Public Member vacancies have been exempted from the annual recruitment, through the adoption of a Council resolution, or through provisions contained in a BCC's Governance Document(s), such as appointments via non-binding nominations from specific organizations, industries, community groups and/or other BCCs.

The 2021 recruitment campaign for BCCs occurred between 2021 August 23 and 2021 September 23. The recruitment period was extended until 2021 October 1 for the Licence and Community Standards Appeal Board and Urban Design Review Panel vacancies, as an insufficient number of applications was received by the September 23 deadline. The BCC Chairs, Vice-Chairs and Administration Resources of Advisory, Review, Interest Group, External and Regulatory BCCs were provided with all 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.

As outlined in *the Policy*, the Nominations Committee may or may not recommend the applicants short listed by the BCC and may revisit the complete pool of applications.

### **STAKEHOLDER ENGAGEMENT AND COMMUNICATION (EXTERNAL)**

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

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

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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 applicants. The data gathered has been used to assist in developing recruitment strategies which reach a diverse mix of Calgarians.

#### **Environmental**

Not Applicable

#### **Economic**

Not Applicable

#### **Service and Financial Implications**

No anticipated financial impact.

### **RISK**

No anticipated risks.

### **ATTACHMENTS**

1. Advisory Committee on Accessibility [1a Shortlist; 1b Summary Table; 1c Applicants]
2. Anti-Racism Action Committee [2a Shortlist; 2b Summary Table; 2c Applicants]
3. Assessment Review Board [3a Shortlist; 3b Summary Table; 3c Applicants]
4. BiodiverCity Advisory Committee [4a Shortlist; 4b Summary Table; 4c Applicants]
5. Calgary Aboriginal Urban Affairs Committee [5a Shortlist; 5b Summary Table; 5c Applicants]
6. Calgary General Hospital Legacy Fund Review Committee [6a Shortlist; 6b Summary Table; 6c Applicants]
7. Calgary Police Commission [7a Shortlist; 7b Summary Table; 7c Applicants]
8. Calgary Technologies Inc. (Operating as Platform Calgary) [8a Shortlist; 8b Summary Table; 8c Applicants]
9. Calgary Transit Access Eligibility Appeal Board [9a Shortlist; 9b Summary Table; 9c Applicants]
10. Calgary Transit Public Safety Citizen Oversight Committee [10a Shortlist; 10b Summary Table; 10c Applicants]
11. Combative Sports Commission [11a Shortlist; 11b Summary Table; 11c Applicants]
12. Licence and Community Standards Appeal Board [12a Shortlist; 12b Summary Table; 12c Applicants]
13. Social Wellbeing Advisory Committee [13a Shortlist; 13b Summary Table; 13c Applicants]

**City Clerk's Office Report to  
Nominations Committee  
2021 November 9**

**ISC: UNRESTRICTED  
N2021-1207  
Page 4 of 4**

**Public Member Appointments to Boards, Commissions and Committees**

- 14. Subdivision and Development Appeal Board [14a Shortlist; 14b Summary Table; 14c Applicants]
- 15. Urban Design Review Panel [15a Shortlist; 15b Summary Table; 15c Applicants]
- 16. Council-approved Late Submissions

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform