

Licence and Community Standards Appeal Board Public Member Appointment

RECOMMENDATIONS:

That the Nominations Committee recommends that Council:

1. Notwithstanding the Council policy on *Governance and Appointments of Boards, Commissions and Committees* (CP2016-03), appoint the candidate recommended in Confidential Attachment 1 as a public member of the Licence and Community Standards Appeal Board, for a one-year term expiring on December 31, 2022;
2. Direct the City Clerk to make the appointment publicly available following applicant notification; and
3. Direct that the Closed meeting discussion and Attachments 1 and 2 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

- A Public Member has resigned from the Licence and Community Standards Appeal Board (“Board”). The Board has prepared a short list including a recommended candidate to fill the position, as well as a Reserve List candidate, for Council’s consideration (Attachment 1).
- While the Council policy on *Governance and Appointments of Boards, Commissions and Committees* (CP2016-03) (“the Policy”) outlines a multi-step process to fill such a vacancy, in this case a streamlined one-step process is proposed given the Board’s desire to recommend a candidate to fill the vacancy.
- What does this mean to Calgarians? Public member representation on Boards, Commissions and Committees 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 this matter? Appointing a public member to fill the Board’s vacancy ensures the Board has the appropriate membership, skills, and expertise to fulfill its mandate.
- Strategic Alignment to Council’s Citizen Priorities: A well-run city
- Background and Previous Council Direction is included as Attachment 3.

DISCUSSION

A public member of the Board has declined Council's recent appointment. No Reserve List exists from which the vacancy can be filled. Sections 5.18.4 and 5.18.5 of the Policy outline a multi-step approach to filling a vacancy in such a scenario.

However, the Board confirmed its desire to fill the vacancy and determined that a candidate can be proposed from amongst the existing 2021 recruitment pool. Therefore, in this instance Administration is recommending a one-step process, whereby the Nominations Committee recommends to Council the appointment of the Board’s short-listed applicants. Administration will be assessing the Policy in the coming months to ensure its provisions support the efficient and effective use of the Nominations Committee and consistent approaches to filling all vacancies.

**City Clerk's Office Report to
Nominations Committee
2022 March 14**

**ISC: UNRESTRICTED
N2022-0167
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For this vacancy, the Chair and Vice-Chair of the Board formed themselves into a "Subcommittee for Nominations" to review the applications. The Board is recommending one applicant for appointment to the Board and one applicant to be placed on a Reserve List, for Council's consideration (Attachment 1). Submissions received from applicants of the 2021 Boards, Committees and Commissions recruitment campaign who are eligible to serve are included as Attachment 2.

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 Board has provided a short list for Council's consideration. The process followed during screening and the Chair's rationale for the recommendation are contained in Attachment 1.

IMPLICATIONS

Social

Not Applicable.

Environmental

Not Applicable.

Economic

Not Applicable.

Service and Financial Implications

No anticipated financial impact

RISK

No risks identified.

ATTACHMENTS

1. Short List (CONFIDENTIAL)
2. Reserve List Applications (CONFIDENTIAL)
3. Previous Council Direction, Background

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
Jill Floen	City Solicitor and General Counsel	Inform