

## **LIVERY TRANSPORT ADVISORY COMMITTEE – UPDATE ON TERMS OF REFERENCE AMENDMENTS AND RECRUITMENT**

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### **EXECUTIVE SUMMARY**

This report brings forward a re-confirmation of appointment and presents information on the planned recruitment campaign to fill the new designated positions on the Livery Transport Advisory Committee ("LTAC").

### **CITY CLERK'S RECOMMENDATION(S)**

That Council:

1. Re-confirm the appointment of Robert McGregor as a member for limousine drivers on the Livery Transport Advisory Committee for a term set to expire at the 2017 Organizational Meeting of Council; and
2. Receive for information the recruitment plan to fill new designated positions on the Livery Transport Advisory Committee.

### **PREVIOUS COUNCIL DIRECTION / POLICY**

At the 2016 September 26 Regular Meeting of Council, Council adopted amendments to the Taxi Limousine Advisory Committee ("TLAC") Terms of Reference.

At the 2016 May 02 Combined Public Hearing Council Meeting, Council appointed Robert McGregor as the representative for taxi and limousine drivers to TLAC for the completion of a two-year term to expire at the 2017 Organizational Meeting of Council.

At the 2014 October 20 Organizational Meeting of Council, Council appointed Gurdev Singh Sekhon as a representative for taxi and limousine drivers to TLAC for a two-year term set to expire at the 2016 Organizational Meeting of Council.

### **BACKGROUND**

Administration, with the concurrence of LTAC, brought forward proposed amendments to the Terms of Reference to ensure that LTAC better represents the evolving livery industry.

### **INVESTIGATION: ALTERNATIVES AND ANALYSIS**

The amended Terms of Reference establish two new designated positions:

1. Member of Transportation Network Companies, who holds a Transportation Network Company Licence in good standing with Livery Transport Services, selected by Council from respondents to a public notice for applicants; and
2. Member for Transportation Network Drivers who holds a Transportation Network Driver's Licence in good standing with Livery Transportation Services and does not hold a Brokerage or Transportation Network Company Licence, selected by Council from respondents to a public notice for applicants.

Further, the new Terms of Reference eliminated the position of taxi and limousine drivers representative and established two individual designated positions as follows:

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1. Member for taxi drivers who holds a Taxi Driver's Licence in good standing with Livery Transport Services and does not hold a Brokerage or Transportation Network Company Licence, selected by Council from respondents to a public notice for applicants; and
2. Member for limousine drivers who holds a Limousine Driver's Licence in good standing with Livery Transport Services and does not hold a Brokerage or Transportation Network Company Licence, selected by Council from respondents to a public notice for applicants.

The existing membership of LTAC does not align with the composition as outlined in the amended Terms of Reference. First, given that the new designated positions (Transportation Network) were established after the completion of the City Clerk's annual advertisement and recruitment campaign for the Organizational Meeting of Council, no applications are available for presentation to Council for appointment and vacancies exist. As these vacancies are to be filled with respondents to a public notice, the City Clerk's Office initiated consultations with Communications, City Administration and LTAC to develop and launch a subsequent advertisement and recruitment campaign.

Second, the current representatives for taxi and limousine drivers must be re-aligned to match the new individual designated positions. With respect to the new position for member for taxi drivers:

- the term of the current representative for taxi and limousine drivers, Gurdev Singh Sekhon, is set to expire at the 2016 Organizational Meeting of Council. The City Clerk's Office received confirmation that Gurdev Singh Sekhon has agreed to continue in his position until his successor is appointed. This practice would be consistent with both the Council policy on *Governance and Appointments of Boards, Commissions and Committees* and LTAC's Terms of Reference; and
- as the 2016 advertisement and recruitment campaign did not result in sufficient applications to fill the position of representative for taxi and limousine drivers, additional advertising and recruiting is required and will be initiated by the City Clerk's Office.

With respect to the new position of member for limousine drivers:

- the term of the current representative for taxi and limousine drivers, Robert McGregor, is set to expire at the 2017 Organizational Meeting of Council. However, this appointment does not align with the new membership category created by the amendments to the Terms of Reference; and
- The City Clerk's Office collaborated with Administration, and has been advised that Robert McGregor has agreed to serve in the new position of member for limousine drivers. Administration confirmed that he holds a valid and subsisting limousine drivers licence.

The recruitment campaign is currently under development and is anticipated to be launched by the City Clerk's Office on 2016 November 1. In accordance with Council policy, applications will be accepted for four weeks and will be provided to LTAC for their review and short listing. To fill

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the vacancies in 2016, the Nominations Committee will be required to meet in December in order to recommend to Council applicants for appointment.

### **Stakeholder Engagement, Research and Communication**

The City Clerk's Office engaged with LTAC and Administration to align the current composition of LTAC to the amended Terms of Reference and to develop a new advertisement and recruitment campaign to fill the three vacancies.

### **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)**

There are no social, environmental and economic impacts as a result of this report.

### **Financial Capacity**

#### **Current and Future Operating Budget:**

The City Clerk's Office has an annual operating budget of \$17,000 for advertisement and recruitment of Board, Commission and Committee vacancies. That budget is allocated to designing, developing and advertising vacancies in a variety of mediums throughout the City. In 2016, the City Clerk's Office utilized 96% of that budget to run a four week City-wide advertisement and recruitment campaign. The City Clerk's Office does not have additional funding in its operating budget for a subsequent recruitment campaign to fill vacancies on LTAC. If required, the City Clerk has agreed to cover expenses of this additional campaign, which are not finalized at the time of authoring this report, out of the Innovation Project managed in the City Clerk's Office.

#### **Current and Future Capital Budget:**

There are no current and future capital budget impacts as a result of this report.

### **Risk Assessment**

No significant risks have been identified as a result of this report. The current members for taxi and limousine drivers agreed, and Administration confirmed their eligibility, to continue in their current role and serve in a new position in order to align with the amended Terms of Reference. Neither LTAC nor Administration identified a risk in meeting quorum for future LTAC meetings while advertisement and recruitment is underway. An extended delay in appointment may however jeopardize LTAC's ability to deliver their 2017 work plan.

### **REASON(S) FOR RECOMMENDATION:**

In adopting amendments to the LTAC Terms of Reference on 2016 September 26, new designated positions were established on LTAC and vacancies exist that cannot be filled at the 2016 Organizational Meeting of Council.

### **ATTACHMENT(S)**

None.