

Background and Previous Council Direction

Background

The Audit Committee assists Council in fulfilling its oversight and stewardship responsibilities in relation to the integrity of The City's annual financial statements; effective governance, risk management and compliance; the qualifications, independence, and effectiveness of the External Auditor and the City Auditor; and utilization of the confidential and independent Whistle-blower Program. The composition of this Committee includes four Members of Council, three Public Members, and includes the Mayor as an ex-officio Member.

The Calgary Assessment Review Board is an independent tribunal established under authority of the *Municipal Government Act* that hears complaints against the assessments of properties, businesses, and local improvements. The current composition of this Board includes 22 Public Members, plus one General Chair and one Vice-Chair.

The Calgary Police Commission is a statutory body created under the *Alberta Police Act* that provides independent civilian oversight and governance of the Calgary Police Service. The Calgary Police Commission is responsible for appointing the Chief of Police and evaluating their performance. The composition of this Commission is up to seven Public Members, plus two Members which are Councillors or City employees.

The Calgary Planning Commission acts as the approving authority on all subdivision matters and as the development authority on some development matters. The Commission makes recommendations to Council on land use and planning items such as Area Structure Plans, land use designations, and street lane closures. The composition of this Commission includes two Members of Council, six Public Members, and two Administration members.

The Calgary Subdivision and Development Appeal Board is an independent tribunal established under authority of the *Municipal Government Act* that hears appeals regarding decisions made by The City of Calgary Subdivision and Development authorities. The composition of this Board includes a minimum of 15 to a maximum of 25 Public Members.

Previous Council Direction

DATE	REPORT NUMBER	DIRECTION/DESCRIPTION
2023 October 24	N2023-0817	<p>2023 Public Member Appointments to Boards, Commissions and Committees</p> <p>That with respect to Report N2023-0817, the following Motion Arising be adopted:</p> <p>In accordance with Section 5.11.13 of the <i>Governance and Appointments of Boards, Commissions and Committees</i> Policy, the following Boards, Commissions and Committees will be supported by Administration and a third-party recruiter:</p> <ul style="list-style-type: none"> • Audit • Assessment Review Board • Calgary Police Commission • Calgary Planning Commission • Subdivision and Development Appeal Board

Bylaws, Regulations, Council Policies

Governance and Appointments of Boards, Commissions and Committees, CP2016-03

Section 5.11 Recruitment of Public Members and Advertising

- 5.11.1** The City Clerk’s Office shall conduct an annual recruitment and advertising campaign seeking applicants interested in being appointed to BCCs with Public Member vacancies.
- 5.11.2** The City Clerk’s Office will facilitate all duties in relation to recruitment, advertising, preparation and distribution of applications, unless a BCC is exempt under section 5.12. Administration Resources may also support these processes.
- 5.11.13** Council may by resolution approve the services of a search consultant with any advertised recruitment process to enhance the applicant pool and assist with the application intake, screening and short-listing process. In its approval, Council will approve funding to cover the costs of the search consultant’s services.

Section 5.12 BCCs Outside of the Annual City Clerk’s Office Recruitment and Advertising Campaign

5.12.1 BCCs may be exempt from the annual City Clerk's Office recruitment and advertising campaign by resolution of Council. BCCs shall request an exemption in sufficient time for a Council decision in May of each year.

5.12.2 An exempt BCC is responsible for:

- a) The cost of conducting recruitment and advertising activities outside of the annual City Clerk's Office recruitment and advertising campaign;
- b) Receiving and processing applications;
- c) Submitting a report to the City Clerk's Office with recommendations for appointments;
- d) Submitting the names and contact information of all applicants to the City Clerk's Office for the purpose of notification in accordance with section 5.17; and
- e) Submitting the required information in sections (c) and (d) within the timeframe established by the City Clerk's Office for items to be submitted to the annual Organizational Meeting of Council.

5.12.3 The City Clerk's Office is responsible for notifying all applicants of their status as outlined in section 5.17.