

Administration Appointments to Boards, Commissions and Committees

EXECUTIVE SUMMARY

This report presents Administration's nominees for appointment by Council to internal and external Boards, Commissions and Committees at the 2017 Organizational Meeting of Council. The report also presents for information the continuing Administration membership on internal and external Boards, Commissions and Committees.

ADMINISTRATION RECOMMENDATION:

That Council:

1. Appoint Administration's nominees to Boards, Commissions and Committees (Attachment 1); and
2. Receive for information current Administration members serving on Boards, Commissions and Committees (Attachment 2).

PREVIOUS COUNCIL DIRECTION / POLICY

The Council policy on *Governance and Appointments of Boards, Commissions and Committees* ("Council policy"), CP2016-03, was adopted by Council to establish a process for the appointment of Members of Council, Administration and Public Members to Boards, Commissions and Committees ("BCCs"). Section 1.3 of the Council policy provides that the "appointment of Members of Council and Administration to serve on BCCs promotes collaboration and collective decision-making with Public Members, ensuring that citizens, communities and customers of The City are better served". In accordance with section 5.7, appointment of Administration Members occurs as follows:

- 5.7.1 Council shall appoint Administration Members to BCCs as applicable. The City Manager shall provide Council with recommendations for appointments.
- 5.7.2 Administration Members shall be appointed to BCCs at the annual Organizational Meeting of Council.
- 5.7.3 The appointment term for Administration Members shall:
 - a) be until the next annual Organizational Meeting of Council, unless otherwise specified by a resolution of Council or a BCC's Governance Document(s); and
 - b) terminate immediately upon leaving the employment of The City of Calgary.

BACKGROUND

Procedure Bylaw 35M2017 provides that all Council appointments to City BCCs must be reviewed annually at the Organizational Meeting of Council, unless otherwise specified in the BCC's governance documents.

INVESTIGATION: ALTERNATIVES AND ANALYSIS

Given that the appointment terms for Administration members vary depending on the BCC's individual Governance Document(s), Administration's nominations and membership to Council are being presented as follows:

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- *for appointment by Council* – Administration’s nominees, to BCCs, in accordance with the individual BCC’s Governance Document(s) (Attachment 1); and
- *for information* – Administration members continuing to serve on BCCs as per previous Council appointment and Administration members serving on BCCs by virtue of their position at The City of Calgary (Attachment 2).

Stakeholder Engagement, Research and Communication

Administration issued a request to City Departments and the City Manager’s Office for Administration’s nominees for appointment to BCCs for the upcoming terms. In accordance with the Council policy, the City Manager recommends the Administration appointments detailed in the Attachments.

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:

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

Current and Future Capital Budget:

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

Risk Assessment

The City Solicitor and General Counsel has identified this risk in the past and continues to identify that a risk may arise for The City if an employee’s role as a member of Administration conflicts, or is perceived to conflict, with their duties as a board member of a partner or other third party organization. The likelihood and impact of this risk is mitigated by reducing the number of members of Administration serving on the boards of The City’s partners or other independent organizations. As well, the Council *Investing in Partnerships Policy* (CP2017-01) encourages The City’s partners, to maintain good governance policies and practices including codes of conduct, conflicts of interest, board orientation and board education.

REASON(S) FOR RECOMMENDATION(S):

In accordance with Council policy on *Governance and Appointments of Boards, Commissions and Committees*, Council shall appoint Administration members to Boards, Commissions and Committees, as applicable, at the annual Organizational Meeting of Council.

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ATTACHMENT(S)

1. Administration Nominees to Boards, Commissions and Committees – For Appointment
2. Continuing Administration Members and Administration Members Appointed by Positions to Boards, Commissions and Committees – For Information