

Board Appointments to Legislated Bodies: The Calgary Public Library Board and Calgary Convention Centre Authority

EXECUTIVE SUMMARY

This report presents a recommended slate of candidates for Council's consideration and approval for the governing bodies of The City's two legislated bodies: the Calgary Public Library Board and the Calgary Convention Centre Authority. Under the guiding legislation for both of these organizations, Council approves all appointments to their governing bodies. Following requirements in the *Governance and Appointments of Boards, Commissions and Committees Policy* (CP2016-03), both organizations are presenting two candidates for each vacancy- a recommended candidate, and a secondary candidate. All candidates were selected by an external recruiting firm through a strategic recruitment process that included evaluating candidates against a tailored skill and experience matrix.

ADMINISTRATION RECOMMENDATION:

That Council:

1. Consider the appointments put forward by the Calgary Public Library Board in Attachment 1;
2. Consider the appointments put forward by the Calgary Convention Centre Authority in Attachment 12; and
3. Direct that Attachments 2, 4, 5, 6, 7, 8, 9, 10, 11, 13 and 14 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act* (Alberta).

PREVIOUS COUNCIL DIRECTION / POLICY

See Previous Council Direction information in Attachments 1 and 12.

BACKGROUND

Two of The City's Civic Partners are set up by way of provincial legislation and/or bylaw: the Calgary Public Library Board under the *Libraries Act* (Alberta) and Bylaw 38M2006 *Calgary Public Library Board Bylaw*, and the Calgary Convention Centre Authority under the *Calgary Convention Centre Authority Act* (Alberta).

The guiding legislation and applicable bylaw for these bodies clearly defines their mandates and establishes the number of members, term lengths, election processes, Council representation and other key elements of governance. In both cases, Council approves all member and director appointments at the Organizational Meeting of Council based on candidates put forward by the organizations.

As set out in the legislation and applicable bylaw, Council may appoint no more than two members of Council to the Calgary Public Library Board; and the Mayor, a member of Council, and a General Manager from Administration to the Calgary Convention Centre Authority.

INVESTIGATION: ALTERNATIVES AND ANALYSIS

Following requirements in the *Governance and Appointments of Boards, Commissions and Committees Policy* (CP2016-03), the Calgary Public Library Board (Attachment 1) and the Calgary Convention Centre Authority (Attachment 12) are putting forward two candidates for each

Board Appointments to Legislated Bodies: The Calgary Public Library Board and Calgary Convention Centre Authority

vacant position. The Board and the Authority have a recommended primary candidate and secondary candidate. The primary recommended candidates are the best match for the boards' skills and experience requirements identified in the recruitment process.

As approved by Council, both the Calgary Public Library Board and the Calgary Convention Centre Authority advertised and recruited for members outside of City Clerk's Boards, Commissions and Committees process. They both used external recruiting firms to undertake rigorous recruitment processes that included evaluating candidates against a tailored skill, experience and attribute matrix. In the case of the Calgary Convention Centre Authority, the candidates were also interviewed by the chair, and for the Calgary Public Library Board, by a sub-committee of the board. The selection processes applied the best practices and recommendations from The City of Calgary Auditor's Office 2013 governance audit (AC2013-0654) and Council Policy (CC003).

Information about key skills and experience sought by the Calgary Public Library Board is included in Attachments 1 to 11 and for the Calgary Convention Centre Authority in Attachments 12 to 14.

Stakeholder Engagement, Research and Communication

Attachments 1 to 11 were prepared by the Calgary Public Library Board, and Attachments 12 to 14 were prepared by the Calgary Convention Centre Authority in consultation with Administration.

Strategic Alignment

Strategic recruitment of board members to The City's Legislated Bodies supports good governance practices and enhances their ability to support Council Priorities in Action Plan, in particular:

The Calgary Public Library Board supports A Prosperous City Community Wellbeing (P10) by working to expand Calgary's library system and enhance access to technology and information.

The Calgary Convention Centre Authority supports a Prosperous City Economic Growth and Competitiveness (P1) by strengthening Calgary's position as a global energy centre and location of choice for international talent, investment and innovation through enhanced business development, marketing, and placemaking; and furthering the implementation of the 10 Year Economic Strategy for Calgary.

Social, Environmental, Economic (External)

The recruitment of directors and members with expanded skills, knowledge, and diversity of experience will enhance the effectiveness of the Calgary Public Library Board and the Calgary Convention Centre Authority to govern and lead the implementation of their mandates, effectively serve Calgarians and the business community, and appropriately manage City-owned assets.

Financial Capacity

Current and Future Operating Budget:

There are no additional costs attached to this report

Current and Future Capital Budget:

There are no additional costs attached to this report

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Risk Assessment

Approving the slate of candidates put forward by the Calgary Public Library Board in Attachments 1 to 11 and by the Calgary Convention Centre Authority in Attachments 12 to 14 will bring the skills and experience needed to effectively manage and operate the Calgary Public Library system and the Calgary TELUS Convention Centre, and to identify and mitigate operational and strategic risks.

REASON FOR RECOMMENDATION:

Both the Calgary Public Library Board and the Calgary Convention Centre Authority have undertaken strategic candidate recruitment processes to support the nomination of directors and members who have the skills and experience needed to help the organizations operate effectively.

The recommended candidates went through a rigorous recruitment process, and bring the diversity of experiences and perspectives needed to fulfill the obligations each organization requires of their governing bodies.

ATTACHMENT(S)

1. Appointments to the Calgary Public Library Board
2. CPL Slate of Candidates Recommended for Appointment (Confidential)
3. CPL Highlights of Contributions of Two Incumbent Candidates
4. CPL First Vacancy Recommended Appointment (Confidential)
5. CPL First Vacancy Alternate (Confidential)
6. CPL Second Vacancy Recommended Reappointment (Confidential)
7. CPL Second Vacancy Alternate (Confidential)
8. CPL Third Vacancy Recommended Reappointment (Confidential)
9. CPL Third Vacancy Alternate (Confidential)
10. CPL Board Member Search Summary (Confidential)
11. CPL Finalist Candidate Scorecard (Confidential)
12. Calgary Convention Centre Authority 2017 Nominations Report
13. CCCA Slate of Candidates (Confidential)
14. CCCA Board Experience and Skills Matrix (Confidential)