

Amendments to the Event Centre Assessment Committee Terms of Reference

EXECUTIVE SUMMARY

At the 2018 May 28 Regular Meeting of Council, Notice of Motion C2018-0547 proposed the creation of an Event Centre Assessment Committee (ECAC). Council adopted proposed Terms of Reference for the Committee for the first meeting of the ECAC only (Attachment 1) and directed that the ECAC report back to Council no later than 2018 June 25 with a revised Terms of Reference.

This report summarizes the comments that Administration received as to changes to the Terms of Reference. A revised Terms of Reference incorporating the comments is detailed in Attachment 2.

ADMINISTRATION RECOMMENDATION:

That the Event Centre Assessment Committee recommend that Council adopt the proposed revised Terms of Reference for the Event Centre Assessment Committee contained in Attachment 2.

PREVIOUS COUNCIL DIRECTION / POLICY

At the 2018 May 28 Regular Meeting, Council adopted Notice of Motion C2018-0547, after amendment, with respect to creating the ECAC. Further, Council directed the ECAC to report back to Council no later than 2018 June 25 and include revised Terms of Reference.

BACKGROUND

The Council policy on *Governance and Appointments of Boards, Commissions and Committees* (BCC), ("CP2016-03") states the following:

"Upon the establishment of a new City BCC, Council shall approve the City BCC's Governance Document(s) that includes:

- a) Mandate;
- b) Composition;
- c) Term lengths and limits of Members..."

In addition, CP2016-03 provides that "[a] new BCC's Governance Document(s) must be adopted by Council before any Member is recruited and appointed to the City BCC."

INVESTIGATION: ALTERNATIVES AND ANALYSIS

Term Length

The current Terms of Reference contain inconsistencies pertaining to term length. In some instances, the Terms of Reference provide that the initial term expires at the 2018

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Organizational Meeting of Council while in other instances, the term length is set to expire at the 2019 Organizational Meeting of Council. In the revised Terms of Reference contained in Attachment 2, the term length has been standardized to the 2019 Organizational Meeting of Council, and thereafter will expire annually at the Organizational Meeting of Council.

Stakeholder Engagement, Research and Communication

Comments from the Regular Meeting of Council 28 May 2018

Discussion at the 2018 May 28 Regular Meeting of Council included some suggestions of elements to add to the Terms of Reference and comments generally on the intent of the ECAC:

- Use the Guiding Principles adopted by Council at the 2015 November 9 Combined Meeting of Council included on page 3 of Report M2015-0856 CalgaryNEXT Analysis Framework (see the Mandate section of the revised Terms of Reference contained in Attachment 2)
- Fresh perspectives needed - opportunity to reshape Calgary inner-city
- Change the public messaging to reflect a multi-purpose Event Centre rather than just an arena – stress that the arena is part of something bigger
- Re-examine the use of the term “Event Centre”
- Must make sense to tax-payers

Comments from Committee Members and Administration

On 2018 May 30, Members of Council serving on ECAC were asked for feedback on the original Terms of Reference. Additionally, members of Administration provided feedback. Below is a summary of the feedback received:

- Add the following required skills to the composition:
 - Real estate
 - Law and risk management
 - Business investment
- Add authority to negotiate on behalf of The City, but not enter into any agreements or contracts
- Adapt the guiding principles from report M2015-0856 CalgaryNEXT Analysis Framework
- Remove requirement to report monthly to Council
- Allow reports to be submitted by Committee members

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)

No social, environmental or economic impacts were identified.

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Financial Capacity

Current and Future Operating Budget:

There are no current and future operating budget impacts.

Current and Future Capital Budget:

There are no current and future capital budget impacts.

Risk Assessment

Clearly articulating the mandate of the ECAC will assist Council, Committee members, Administration, and other stakeholders in understanding the roles and responsibilities of the Committee relative to Council and others involved.

REASON FOR RECOMMENDATION:

Council approved the creation of the ECAC and directed that the Committee report back to Council with a revised Terms of Reference.

ATTACHMENTS

1. Council Approved Terms of Reference – ECA2018-0766
2. Proposed Updated Terms of Reference – ECA2018-0766
3. Blacklined Proposed Updated Terms of Reference – ECA2018-0766