

## **Calgary Sports & Major Events Committee Appointment Report**

### **EXECUTIVE SUMMARY**

This report requests that Council approve the nominees proposed by Tourism Calgary for appointment to the Calgary Sports & Major Events committee (CSME). Appointing these members to the inaugural CSME will ensure the committee has the expertise and experience required to govern effectively and meet its mandate.

#### **ADMINISTRATION RECOMMENDATIONS:**

That Council:

1. Approve the appointment of the nominees put forward by Tourism Calgary for appointment to the Calgary Sports & Major Events committee as presented in Attachment 1;
2. Approve the removal of the Calgary Sports & Major Events committee from:
  - a. City Clerk's advertisement and recruitment process for Boards, Commissions and Committees; and
  - b. The 2018 October 30 Organizational Meeting of Council appointment process.
3. Direct that future appointments be brought to the annual Organizational Meeting of Council, in accordance with the Council policy on *Governance and Appointments of Boards, Commissions and Committees* (CP2016-03) beginning in 2019;
4. Direct that Report C2018-0950 and Attachment 2 remain confidential subject to Section 17 of the *Freedom of Information and Protection of Privacy Act* (Alberta) until Council rises and reports on the matter; and
5. Direct that Attachment 1 remain confidential pursuant to Sections 17(1) and 19 of the *Freedom of Information and Protection of Privacy Act* (Alberta).

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

2018 May 28, Council adopted the recommendations in CPS2018-0546 Calgary Sport Tourism Authority Update as follows: That the Standing Policy Committee on Community and Protective Services recommend Council: 1. Approve the Calgary Sport & Major Events Committee Terms of Reference as presented in Attachment 1; and 2. Direct Administration work with Tourism Calgary to bring a recommended slate of committee members for appointment to the Calgary Sport and Major Events Committee for Council's consideration no later than Q2 2018.

### **BACKGROUND**

Tourism Calgary's mandate is to increase the economic impact of the tourism economy for Calgary and its mission is to inspire more people to visit Calgary for memorable experiences, with a vision of making Calgary the Ultimate Host City. The organization is a separate legal entity from The City of Calgary and was established under the Societies Act (Alberta) in 1957 and is a City of Calgary Civic Partner.

Attracting sport, recreation, cultural and major events generates incremental economic and social benefits for Calgary and Calgarians. Tourism Calgary established the Calgary Sports & Major Events committee (CSME) in 2018 May to adjust to a changing environment (its predecessor was the Calgary Sports Tourism Authority). CSME operates as an advisory committee under Tourism Calgary's bylaws and its role is to provide strategic direction, advice, and due diligence in the proactive process of evaluating and attracting sport, culture and major

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events to Calgary. Based on event selection priorities and criteria developed by CSME, members will evaluate and recommend bid programs and events for potential investment.

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

The governance practices detailed in the Council-approved Terms of Reference (TOR) (Attachment 2) for CSME align with the Council's Governance and Appointments of Boards, Commissions and Committees Policy and Investing in Partnerships Policy. CSME can include from eight to 14 members appointed by Council. To expedite the process to appoint the inaugural committee, the TOR details the following process:

- Following a recruitment process, Tourism Calgary recommends nominees based on a skills matrix and other assessed needs of The City and CSME. A summary of their recruitment process and a full list of nominees and term lengths is included in Attachment 1.
- City Council, for each vacancy on CSME, shall appoint one of the nominees recommended by Tourism Calgary. City Council shall have the right to not appoint CSME members from the pool of nominees and request that Tourism Calgary provide further nominees for each vacancy.
- Nominees will have a combination of recognized leadership dimensions and demonstrated or potential expertise of skill in areas including but not limited to: private sector leadership; corporate economics; marketing and sponsorship; public engagement and community impact; stakeholder and government relations; board and institutional governance; security and risk management; venue and facility management; transportation and accommodation; legacy planning and implementation; sport sector, cultural sector and creative industries governance; and athlete and artist services.
- CSME will develop a skills matrix for assessing potential nominees. This matrix will be reviewed and approved by both Tourism Calgary and The City (Attachment 1).

In addition, under the TOR, the initial Chair for the inaugural CSME is appointed based on a joint recommendation from Tourism Calgary and The City. All subsequent Chairs will be elected by members of the CSME. The recommended chair is included in Attachment 1.

Under the TOR, The City has the opportunity to appoint two non-voting, City Observers to CSME, who will be entitled to receive notice of, attend, and receive materials (including agendas, minutes and draft resolutions) relating to the meetings and any committees thereof, including in camera meetings and materials provided in camera. Administration will identify candidates for these positions following appointment of the committee.

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

This report was prepared by Administration in collaboration with Tourism Calgary.

### **Strategic Alignment**

The strategic recruitment of CSME members supports the organization's capacity to deliver results and contribute to priorities in A Prosperous city under both *Action Plan 2015-2018* and the upcoming *One Calgary 2019-2022* budget.

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CSME and its Council-approved Terms of Reference align with the strategic directions of The City and Tourism Calgary, as reflected in *The Cultural Plan for Calgary*, the *Sport for Life Policy*, Tourism Calgary's *Destination Strategy: Ultimate Hosts. Ultimate Host City*, and *Calgary in the New Economy: An Update to the Economic Strategy*.

### **Social, Environmental, Economic (External)**

The alignment with The City's appointment process for the Calgary Sports & Major Events committee will support an effective committee that can contribute to a resilient and diverse local economy.

The nominations process defined in the Council-approved Terms of Reference requires a detailed skills matrix that will help support a diverse group of members are nominated to CSME.

### **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.

### **Risk Assessment**

Approving the recommended slate will support an effective Calgary Sports & Major Events committee that can reduce Tourism Calgary and The City's exposure to risk by supporting committee continuity, stability and appropriate succession planning.

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

Appointing Tourism Calgary's recommended nominees to the Calgary Sports & Major Events Committee will support the effectiveness of the committee and ensure members have the skills and experience required to fulfill their mandate.

### **ATTACHMENT(S)**

1. Attachment 1 – Calgary Sports & Major Events Committee Recruitment Summary, Nominees, Evaluation Matrix and Biographies
2. Attachment 2 – Calgary Sports & Major Events Committee Terms of Reference