

**Community Services Report to  
Combined Meeting of Council  
2019 February 25**

**ISC: UNRESTRICTED  
C2019-0293**

**Arts Commons Advisory Committee Terms of Reference**

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**EXECUTIVE SUMMARY**

At the 2019 January 28 Strategic Meeting of Council the Arts Commons Assessment Committee (the Committee) was established.

This report identifies the need to reflect the Committee's mandate as advisory to Council, summarizes the Terms of Reference for the Committee, and establishes the start time and date of the first meeting.

**ADMINISTRATION RECOMMENDATION:**

That Council:

1. Adopt the proposed Terms of Reference for the Arts Commons Advisory Committee contained in the Attachment.
2. Schedule the first meeting of the Arts Commons Advisory Committee at 1:00pm to take place on 2019 March 12 in the Legal Traditions Boardroom.

**PREVIOUS COUNCIL DIRECTION / POLICY**

Council at its 2019 February 04 Combined Meeting adopted the following:

"That with respect to Verbal Report C2019-0162, the following be adopted:  
That Council:

1. Appoint the following Councillors to the Arts Commons Assessment Committee:
  1. Councillor Woolley; and
  2. Councillor Keating.
2. Direct that the Committee return to Council with a Terms of Reference no later than 2019 March; and
3. Direct that the Closed Meeting discussions remain confidential pursuant to Sections 17 (personal privacy) and 19 (confidential evaluation) of the *Freedom of Information and Protection of Privacy Act*."

Council at its 2019 January 28 Strategic Meeting of Council adopted the following:

"That with respect to Report C2019-0135, the following Motion Arising be adopted:

1. That Council appoint Councillor Farrell as Chair and nominate up to two (2) Councillors to serve as members of the Arts Commons Assessment Committee (ACAC) to be appointed by the 2019 February 04 Combined Meeting of Council.
2. That the initial membership of the ACAC shall also include:
  - a. City Manager OR DESIGNATE, City of Calgary;
  - b. Director of Recreation, City of Calgary; and
  - c. Other non-voting representatives as decided by the Committee.
3. That the ACAC develop Terms of Reference (the "Terms"), that shall include but are not limited to pursuing new and various options for a funding framework and development partnerships.

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4. That the ACAC report back to City Council no later than April 30, 2019 for review and final approval of the ACAC Terms of Reference prior to commencing their exploratory work.”

At the 2019 January 28 Strategic Meeting of Council the Arts Commons Assessment Committee (ACAC) was established.

**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.”

Aligning with the *Municipal Government Act* (Alberta) and the *City of Calgary Charter, 2018 Regulation*, the Terms of Reference have been adjusted to reflect its role as an advisory committee which provides recommendations to Council.

**INVESTIGATION: ALTERNATIVES AND ANALYSIS**

**Term Length**

Councillors are appointed to the Arts Commons Advisory Committee for one-year terms expiring annually at the Organizational Meeting.

**Stakeholder Engagement, Research and Communication**

Arts Commons and Calgary Municipal Land Corporation were engaged in the development of the Arts Commons Advisory Committee Terms of Reference.

**Strategic Alignment**

Arts Commons and Calgary Municipal Land Corporation were engaged in the development of the Arts Commons Advisory Committee Terms of Reference.

**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 Committee 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(S) FOR RECOMMENDATION(S):**

Council approved the creation of the Arts Commons Assessment Committee (ACAC) and directed that the Committee report back to Council with the Terms of Reference.

#### **ATTACHMENT(S)**

Arts Commons Advisory Committee Terms of Reference

