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Item No. 12.1.4
Executive Standing Committee
September 20, 2018

TO: Chair and Members of the Executive Standing Committee

SUBMITTED BY: **ORIGINAL SIGNED**

John Traves, Q.C. Director, Legal, Municipal Clerk & External Affairs

ORIGINAL SIGNED

Jacques Dubé, Chief Administrative Officer

DATE: September 4, 2018

SUBJECT: **Youth Advisory Committee – Establish a Staff Board**

ORIGIN

Motion passed on January 16, 2017 to approve a two-year pilot project to establish a Youth Advisory Committee (YAC).

LEGISLATIVE AUTHORITY

The Public Appointment Policy - Governing citizen appointments to HRM agencies, boards, committees and commissions and external bodies approved by Halifax Regional Council in August, 2011.

6.2 Staff Review

When establishing a new board, committee or agency or making appointments for a new term to a board, agency or committee where Council has designated a specific expertise or skills set a staff board may be requested to review the applications.

The staff board will apply the Public Appointment policy and the board-specified qualifications as approved by Council to reach a consensus on how each applicant demonstrates qualification for the position.

RECOMMENDATION

It is recommended that the Executive Standing Committee direct the CAO to establish a staff board, pursuant to Section 6.2 of the Public Appointment Policy Staff Review, consisting of the Manager Youth Programs, the Youth Community Developer, a representative from the Municipal Clerk's Office, and the CAO or their designate, to review applications to the Youth Advisory Committee (YAC), and disclose to the Executive Standing Committee any relevant evaluations or references that may have been conducted.

BACKGROUND

The purpose of the YAC is to advise the Municipality on the impact of municipal policies programs, and serves on youth. On January 16, 2017 Regional Council approved a two-year pilot project to establish a Youth Advisory Committee.

Committee Composition – 12 Members

- (6) two youth from the geographic boundaries of each Community Council;
- (6) up to six youth at large.

From the appointed, shall include one youth from the following communities:

- (a) LGBTQ community
- (b) disability community
- (c) indigenous Mi'kmaq community
- (d) African Nova Scotian community
- (e) Francophone/Acadian communities
- (f) newcomer communities

DISCUSSION

Phase one of the Youth Advisory Committee began shortly after receiving Council approval with the establishment of the Youth Leadership Team (the Leadership Team) consisting of HRM staff and community partners. The Leadership Team has met and worked to develop materials for the Youth Advisory Committee. A youth workshop was held to have youth provide feedback on materials produced by the Leadership Team.

Recruitment for the Youth Advisory Committee will occur in Mid-October through to Early November. As the Committee is new, and strives to achieve a diverse composition, it is recommended that a staff board be convened to review and present the applications to the Executive Standing Committee. It is recommended that the board consist of the Manager of Youth Programs, the Youth Community Developer, a representative from the Municipal Clerk's Office, and the CAO or their designate.

FINANCIAL IMPLICATIONS

There are no budget implications to this report that are not already included in the Operating Budget.

RISK CONSIDERATION

Not applicable

COMMUNITY ENGAGEMENT

Phase one of the YAC pilot project, has included community partners (persons employed in youth services for diverse populations) in the Youth Leadership Team. This team has worked to produce the foundational materials that will be used by the YAC. The upcoming recruitment for members to the YAC will feature, a communications strategy, and an engagement plan which will be youth friendly.

ENVIRONMENTAL IMPLICATIONS

Not applicable

ALTERNATIVES

The Executive Standing Committee could choose not to direct staff to form a staff review board. However this is not recommended due to the geographic and diversity requirements to the YAC composition.

ATTACHMENTS

None

A copy of this report can be obtained online at Halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

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