

**REPORT TO GOVERNANCE COMMITTEE
MEETING OF WEDNESDAY, APRIL 07, 2021**

SUBJECT **Creation of a Committee to Oversee Development of a Regional Performing Arts Facilities Service**

ISSUE SUMMARY

Staff have been directed to create a committee to oversee the process of planning, developing and funding a regional service for performing arts facilities.

BACKGROUND

Staff require direction on the desired scope and functions of a regional Performing Arts Facilities Service that will lead to the drafting of an appropriately defined establishing bylaw.

At its meeting of March 10, 2021, the Board supported a motion “to begin the process of establishing a regional service for the purposes of planning, developing and funding of performing arts facilities that have regional impact.” This motion was based on Recommendation 1 of the CRD Regional Arts Facilities Select Committee report *Stage One: A Public Conversation about Performing Arts Facilities in the CRD*. The Report documented a region-wide community engagement taking place over a six-month period in 2020.

At the same meeting there was a motion arising that the Board direct the Chair to create a committee to oversee the work of the creation of the aforementioned regional service. The CRD Board Procedures Bylaw provides three possible committee structures: Standing Committee, Select Committee and Advisory Committee.

Standing Committee

A Board Standing Committee is a regular permanent committee with a mandate related to a CRD service or potential service. Standing Committees report on a matter of specific interest(s) to the Board and are comprised of only board members. A Standing Committee has the ability to create an Advisory Committee should external input be required on an ongoing basis.

Select Committee

A Select Committee considers a specific matter referred to it by the board and reports its findings and recommendations to the Board following its inquiry. A Select Committee is dissolved once its purpose is complete. It is comprised of Board members and must have Board approved terms of reference. A Select Committee does not have the ability to create an Advisory Committee; however, it may seek any necessary external or community input through delegations and invited presentations.

Advisory Committee

An Advisory Committee is established by the Board or by a Standing Committee to provide advice and recommendations to the Board or to the Standing Committee on matters identified in an approved terms of reference or that are related to a specific Board resolution. Advisory Committee members may be non-directors but at least one member of the Advisory Committee must be a Board member.

The committee will define the scope of a service that will plan, develop and fund regional performing arts facilities and provide staff with sufficient information to draft an establishing bylaw. The committee can reference community needs which have been documented in the Stage One report. Without a need for ongoing external participation and, in having a defined purpose, the most appropriate committee structure is a Select Committee. Draft terms of reference are attached to this report at Appendix A.

If the Board wishes to expand the mandate of an existing committee then staff recommend that the Governance Committee be considered as an existing Standing Committee that could serve this purpose.

ALTERNATIVES

Alternative 1

The Governance Committee recommends to the Capital Regional District Board:

1. That the creation of a Performing Arts Facilities Select Committee whose purpose will be to define the scope and functions of a regional service that will lead to the drafting of an establishing bylaw for the Performing Arts Facilities Service be approved.
2. That the Performing Arts Facilities Select Committee Terms of Reference be approved.

Alternative 2

The Governance Committee recommends to the Capital Regional District Board:

That the Governance Committee be directed to define the scope and functions of a regional service that will lead to the drafting of an establishing bylaw for the Performing Arts Facilities Service.

Alternative 3

That the creation of a Regional Performing Arts Facilities Service report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

\$40,000 was spent on community input resulting in the Stage One report. \$150,000 has been set aside in the 2021 budget for costs related to developing an establishing bylaw for a regional Performing Arts Facilities Service.

Alignment with Board & Corporate Priorities

The establishment of a regional performing arts facilities service is a direct outcome of board initiative 12a-1 to “Facilitate a discussion on the region’s arts facility’s needs.”

CONCLUSION

The Performing Arts Facilities Select Committee will define the scope and functions of a regional performing arts facilities service enabling staff to draft an appropriate establishing bylaw.

RECOMMENDATION

The Governance Committee recommends to the Capital Regional District Board:

1. That the creation of a Performing Arts Facilities Select Committee whose purpose will be to define the scope and functions of a regional service that will lead to the drafting of an establishing bylaw for the Performing Arts Facilities Service be approved.
2. That the Performing Arts Facilities Select Committee Terms of Reference be approved.

Submitted by:	James Lam, Manager, Arts & Culture Support Service
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Performing Arts Facilities Select Committee Terms of Reference