



**SHAPE
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Public Appointments Civic Appointments Committee 2024 Workplan

February 2, 2024

Today's presentation

- Overview of appointments CAC is responsible for recommending to City Council
- List of appointments CAC will consider in 2024
- Overview of staff support and outreach & recruitment

Appointments CAC is responsible for recommending to City Council

CAC will shortlist, interview, and recommend candidates for the following boards:

- Board of Health
- Exhibition Place
- PortsToronto
- TO Live
- Toronto Global
- Toronto Investment Board
- Toronto Parking Authority
- Toronto Police Services
- Toronto Public Library
- Toronto and Region Conservation Authority
- Toronto Transit Commission
- Toronto Zoo
- Yonge Dundas Square

Appointments CAC is responsible for recommending to City Council

CAC considers candidates recommended by staff for the following boards:

- Greater Toronto Airports Authority
- Greater Toronto Airports Authority Consultative Committee
- Heritage Toronto
- Lakeshore Arena
- Toronto Atmospheric Fund
- Toronto Pan Am Sports Centre
- Toronto Preservation Board

Public Appointments staff bring forward a report with candidate recommendations for consideration.

Appointments CAC is responsible for recommending to City Council

CAC considers candidates recommended by staff for the following Council Advisory Bodies (CABs):

- Aboriginal Affairs Advisory Committee (Terms of Reference under review)
- Confronting Anti-Black Racism Advisory Committee
- Film, Television and Digital Media Advisory Committee
- Housing Rights Advisory Committee
- Toronto Accessibility Advisory Committee
- Toronto Francophone Affairs Advisory Committee
- Toronto Music Advisory Committee
- Two-Spirit, Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee

Program staff supporting the CAB bring forward a report with candidate recommendations for consideration.

CAC 2024 appointment schedule

CAC to shortlist & interview candidates for:	CAC to consider staff recs for:	
- PortsToronto - TO Live - Toronto Transit Commission - Toronto Public Library - Toronto Investment Board	- GTAA Consultative Committee - Heritage Toronto - Lakeshore Arena - Pan Am Sports Centre	- Toronto Accessibility Advisory Committee - Toronto Atmospheric Fund - Toronto Preservation Board

Meeting schedule agenda forecasting					
	February 2	March 4	April 12	May 10	June 10
Shortlisting:	Ports Toronto	TTC Toronto Public Library		Toronto Investment Board	
Interviews:	TO Live	PortsToronto	TTC Toronto Public Library		Toronto Investment Board
Staff recs:		GTAA Consultative Committee, Pan Am Sports Centre & TAF	Heritage Toronto	Lakeshore Arena Board	

What guides the work of the Public Appointments team?

- Public Appointments Policy, which outlines eligibility criteria, roles of staff and Council, and principles that support the process.
- The Council approved qualifications, and the mandate of the board, its strategic direction and the skills required.
- Input from staff and agencies.
- Council direction and commitments to support reconciliation, equity, inclusion, and diversity such as the Confronting Anti-Black Racism Action Plan and Reconciliation Action Plan.

Overview of responsibilities of Public Appointments team

- Determine appointment timelines and set application deadlines.
- Consult with agency staff and board chairs.
- Conduct outreach based on the Council approved qualifications for each board, and input from agency staff, City staff and board chairs.
- Correspond with potential candidates and members of the public.
- Review applications.
- Prepare shortlisting, interview and recommendation reports.
- Prepare confidential attachments including application packages and skills matrixes.
- Liaise with applicants, interviewees, recommended candidates and public appointees.

Outreach and recruitment

- Staff work year-round to recruit diverse, highly-skilled members of the public.
- Methods include online ads, social media, email list, presentations, outreach to community and professional organizations.
- All applications are live online so interested candidates can apply at any time. Candidates can also call the Public Appointments Office for assistance with their application.
- Application deadlines are announced in advance of a selection process.



Questions



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