

DECISION/DIRECTION NOTE

Title: Special Events Regulatory Committee – Terms of Reference

Date Prepared: February 20, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Hope Jamieson – Special Events

Ward: N/A

Decision/Direction Required:

Seeking approval from Council to approve the newly developed Terms of Reference for the Special Events Regulatory Committee.

Discussion – Background and Current Status

- Attached are newly developed Terms of Reference to govern the Special Events Regulatory Committee (historically known as the Special Events Advisory Committee).
- Its mandate and purpose remain as is with the Terms of Reference providing further clarity.
- Community Services will provide continued oversight of the Committee with the Office of the City Clerk provides support as required.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders:
 - Members of the Special Events Regulatory Committee
 - Event Organizers
 - Members of the General Public
3. Alignment with Strategic Directions/Adopted Plans: N/A
4. Legal or Policy Implications: N/A
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: N/A
7. Human Resource Implications: N/A



8. Procurement Implications: N/A

9. Information Technology Implications: N/A

10. Other Implications: N/A

Recommendation:

That Council approve the newly developed Terms of Reference for the Special Events Regulatory Committee as presented.

Prepared and Approved by: Elaine Henley, City Clerk