



CITY OF HAMILTON
PUBLIC HEALTH SERVICES
Healthy Living Division

TO:	Mayor and Members Board of Health
COMMITTEE DATE:	November 14, 2016
SUBJECT/REPORT NO:	Food Advisory Committee Budget (BOH16055) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Claire Lechner (905) 546 2424, Ext. 4181
SUBMITTED BY AND SIGNATURES:	Ellen Pezzetta Director, Healthy Living Division Public Health Services Department Dr. Julie Emili Associate Medical Officer of Health Public Health Services Department

RECOMMENDATION

- (a) That the Food Advisory Committee 2017 base budget submission attached as Appendix "A" to Report BOH16055 in the amount of \$1,500 be approved and referred to the 2017 budget process for consideration;
- (b) That any remaining 2016 funds be returned to the Advisory Committee reserve for consideration for use by the Food Advisory Committee in subsequent years.

EXECUTIVE SUMMARY

The Food Advisory Committee requests that a base budget of \$1,500 be referred to the 2017 budget process for consideration. Once the committee becomes established there may be additional requests for funds in subsequent years and the committee would like to retain access to the unspent funds from 2016 through the reserve. The funds were not spent as recruiting for this new committee was not completed until the second quarter of 2016 and meetings began part way through 2016.

Alternatives for Consideration –See Page 3

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: There are no financial implications at this time as the Food Advisory Committee budget is to be referred to the 2017 budget process for Advisory Committees

Staffing: There are no staffing implications associated with Report BOH16055

Legal: There are no legal implications associated with Report BOH16055

HISTORICAL BACKGROUND

Following a review and reorganization of advisory committees across the City of Hamilton, the Food Advisory Committee was formed to ensure that one committee focused on food related matters to:

- Support and advise on the implementation of the Food Strategy.
- Identify and inform regarding innovative community food security policies and programs that align with the vision and goals of the Hamilton Food Strategy, Hamilton Food Charter, and other City strategies.
- Identify and advise on emerging issues affecting Hamilton's food system.

The complete draft Terms of Reference are attached as Appendix B.

Due to the review and reorganization of citizen advisory committees in 2015 and the required recruitment process, the Food Advisory Committee was not formed until the second quarter of 2016 with the first meeting held in May 2016. As such, the base budget of \$1,500 provided, may not be completely used by the end of 2016. This newly formed committee met in May, June and September with meetings planned for October and November. Up to nine meetings are planned for 2017.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

No policy implications or legislated requirements.

RELEVANT CONSULTATION

Corporate Finance Services were consulted regarding the process and templates to use for submitting Advisory Committee budget requests.

The Food Advisory Committee (or the Interdepartmental Food Strategy Committee) provided input into the draft 2017 Food Advisory Committee budget.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The Food Advisory committee have put forward a base budget request to cover basic expenses. See attached budget (Appendix A - Advisory Committee Budget template).

ALTERNATIVES FOR CONSIDERATION

Not referring the Food Advisory Committee budget to the budget process for Advisory Committees.

Financial: Food Advisory Committee would not have budget to operate.

Staffing: There are no staffing implications.

Legal: There are no legal implications.

Policy: Community Engagement has been initiated by forming this new committee in 2016 and not funding it could be seen as not adhering to community engagement plans.

Pros: Not funding the committee may leave additional funds in the Advisory Committee Reserve to be used by other citizen committees.

Cons: Not funding the committee may result in lower or inequitable engagement and potential loss of volunteer members if basic funds to support the committee such as parking reimbursement, refreshments and meeting supplies are not available. Committee will not have funds to support and advise Food Strategy implementation.

The Advisory Committee review recommendations of reforming and amalgamation of Food related committees would not be followed if budget was not assigned to this newly formed committee.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement & Participation

Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community

Healthy and Safe Communities

Hamilton is a safe and supportive city where people are active, healthy, and have a high quality of life.

Our People and Performance

Hamiltonians have a high level of trust and confidence in their City government.

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

APPENDICES AND SCHEDULES ATTACHED

Appendix A to Report BOH16055	Completed Advisory Committee budget template
Appendix B to Report BOH16055	Draft Terms of Reference Food Advisory Committee 2016

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