



**CITY OF HAMILTON**  
**CITY MANAGER'S OFFICE**  
**Human Resources Division**

<b>TO:</b>	Chair and Members Audit, Finance and Administration Committee
<b>COMMITTEE DATE:</b>	December 9, 2021
<b>SUBJECT/REPORT NO:</b>	2022 Budget Submissions Volunteer Advisory Committee (HUR21016) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Jessica Bowen (905) 546-2424 Ext. 5164
<b>SUBMITTED BY:</b>	Lora Fontana Executive Director Human Resources
<b>SIGNATURE:</b>	

### **RECOMMENDATIONS**

- (a) That the Volunteer Advisory Committee 2022 budget base submissions, be approved, as follows:
- (i) Advisory Committee on Immigrant & Refugees in the amount of \$3,500.00, attached as Appendix "A" to Report HUR21016;
  - (ii) Hamilton Mundialization Committee in the amount of \$5,890.00, attached as Appendix "B" to Report HUR21016.
  - (iii) Hamilton Women and Gender Equity Committee in the amount of \$3,500.00, attached as Appendix "C" to Report HUR21016 and \$5,000.00 is requested from the Committee's 2021 reserve fund to support the 2021 Elect More Women Conference and other related initiatives that arise in 2022 that are not yet planned.

### **EXECUTIVE SUMMARY**

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Human Resources Volunteer Advisory Committee Budgets for 2022 in the amount of \$17,890.00 which is comprised of \$12,890.00 as the 2022 base budget and \$5000.00 which is requested from individual Advisory Committee reserves are

being submitted with the recommendation that they be approved. One (1) committee has requested to draw funds from its Advisory Committee Reserve to support ongoing initiatives in 2022. The total request from individual advisory committee reserves is \$5,000.00.

**Alternatives for Consideration – See Page 4**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** The base budget requested for 2022 for the three (3) advisory committees is the same as the budget requested and approved for 2021. One (1) committee has requested to draw \$5,000.00 from their Advisory Committee Reserve to support additional events in 2022.

**Staffing:** Not Applicable

**Legal:** Not Applicable

**HISTORICAL BACKGROUND**

At their October and November 2021 meetings, the Human Resources Volunteer Advisory Committees gave consideration to their budget needs for 2022. Their base budget submissions are attached as Appendices “A” to “C” to Report HUR21016 as approved.

The budget includes both incidental costs to support the Committees, as well as additional costs for specific events, programs and initiatives. The following is a summary of the request and detailed requests are attached as Appendices “A” to “C” to Report HUR21016.

<b>Committee Name</b>	<b>2021 Approved</b>	<b>2022 Base Request</b>	<b>Request from Reserve</b>	<b>Total 2022 Request</b>
Advisory Committee on Immigrant & Refugees (Appendix A to Report HUR21016)	\$3,500.00	\$3,500.00	-	\$3,500.00
Hamilton Mundialization Committee (Includes Kids for Kaga) (Appendix B to Report HUR21016)	\$5,890.00	\$5,890.00	-	\$5,890.00
Hamilton Women and Gender Equity Committee (Appendix C to Report HUR21016)	\$3,500.00	\$3,500.00	\$5000.00	\$8,500.00

In accordance with the volunteer committee budget process, the budgets are recommended for approval.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The Volunteer Advisory Committees are able to put surplus funds from each year into a reserve, for future purposes and request the use of those funds, in future years, for specific activities. This provides the Committee with an opportunity to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. Some of the committees have not yet determined all of their activities for 2021. Should additional funding for any of the Advisory Committees be required in 2022 and be available in the volunteer advisory committee reserves, requests for reserve funding will be made at the appropriate time.

## **RELEVANT CONSULTATION**

The Volunteer Advisory Committees discussed their 2022 budget needs at their October and November 2021 Committee meetings.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The recommendation will provide funding for the operations of the Volunteer Advisory Committees to enable them to continue to fulfil their terms of reference.

## **ALTERNATIVES FOR CONSIDERATION**

The alternative would be not to fund the operations of the Advisory Committees. This is not recommended as they provide valuable service and advice to both Council and staff of the City and bring voices to deliberations that might otherwise not be heard.

## **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.

### **Economic Prosperity and Growth**

Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop.

**Healthy and Safe Communities**

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

**Clean and Green**

Hamilton is environmentally sustainable with a healthy balance of natural and urban spaces.

**Built Environment and Infrastructure**

Hamilton is supported by state of the art infrastructure, transportation options, buildings and public spaces that create a dynamic City.

**Culture and Diversity**

Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.

**Our People and Performance**

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

**APPENDICES ATTACHED**

Appendix “A” to Report HUR21016 - Advisory Committee on Immigrant & Refugees

Appendix “B” to Report HUR21016 - Hamilton Mundialization Committee

Appendix “C” to Report HUR21016 - Hamilton Women and Gender Equity Committee