



**CITY OF HAMILTON**  
**PUBLIC HEALTH SERVICES**  
**Healthy Environments Division**

<b>TO:</b>	Mayor and Members Board of Health
<b>COMMITTEE DATE:</b>	November 28, 2022
<b>SUBJECT/REPORT NO:</b>	2023 Food Advisory Committee Budget Request (BOH22019) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Richard MacDonald (905) 546-2424, Ext. 5818
<b>SUBMITTED BY:</b>	Kevin McDonald Director, Healthy Environments Division Public Health Services
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- a) That the Food Advisory Committee 2023 base budget submission attached as Appendix “A” to Report BOH22019 in the amount of \$1,500, be approved and referred to the 2023 budget process for consideration; and,
- b) That, in addition to the \$1,500 base funding approval, a one-time budget allocation for 2023 of \$2,987.84 from Department ID 112212, be used for broader community engagement such as community event/workshop(s) and/or research on the Food Strategy to be funded by the Food Advisory Committee Reserve Account 29100, be approved and referred to the 2023 budget process for consideration.

**EXECUTIVE SUMMARY**

The Food Advisory Committee requests that a total budget of \$1,500 be referred to the 2023 budget process for consideration. This budget request consists of the Food Advisory Committee’s annual base budget of \$1,500 to cover basic committee expenses and a request for a one-time budget allocation for 2023 of \$2987.84, for broader community engagement such as community event/workshop and/or research on the Food Strategy to be funded by the Food Advisory Committee reserve.

**Alternatives for Consideration – See Page 3**

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The Food Advisory Committee requests that a total budget of \$1,500 be referred to the 2023 budget process, in addition to a one-time budget allocation of \$2,987.84 from the Food Advisory Committee reserve, be funded for 2023.

Staffing: Not Applicable.

Legal: Not Applicable.

## **HISTORICAL BACKGROUND**

The Food Advisory Committee was created as a result of the City's 2014 advisory committee review process and the City's 2016 endorsement of the Hamilton Food Strategy. This committee consolidated attention toward food issues that were previously addressed on two separate advisory committees. The Food Advisory Committee can accommodate 13 to 18 members who are appointed by Council. Membership includes a range of food system expertise in farming and food businesses, food literacy, food access and waste, policy, non-profit/community-based food programs, and a non-voting Staff Liaison from Public Health, Healthy Environments Division.

Since 2016, the Food Advisory Committee has advised the Board of Health on Hamilton's Food Strategy actions and focused on community food security with a broader health-promoting food system lens. Since May 2019, when this term's membership started, they have informed and participated in two Food Strategy events, developed and received a community engagement survey, and intend to continue to advise and support the implementation of Food Strategy actions in 2023.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

Not Applicable.

## **RELEVANT CONSULTATION**

Corporate Finance Services Department was consulted regarding the process and template to use for submitting Advisory Committee budget requests, along with ensuring adequate funds were available in the Food Advisory Committee's Reserves. This report has also been reviewed and approved by David Trevisani, Manager of Finance and Administration in the Healthy and Safe Communities Department.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The Food Advisory Committee has put forward a base budget request of \$1,500 to cover basic expenses. To continue to effectively implement their mandate, including conducting relevant community engagement/event(s) and/or research, an additional \$2,987.84 from their Reserves is required.

The Food Advisory Committee budget request is attached as Appendix “A” to Report BOH22019.

The Food Advisory Committee’s full mandate is outlined in their Terms of Reference, attached as Appendix “B” to Report BOH22019.

## **ALTERNATIVES FOR CONSIDERATION**

Council could choose not to refer the Food Advisory Committee budget request to the budget process for Advisory Committees.

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

**Staffing:** Not Applicable.

**Legal:** Not Applicable.

**Policy:** Community engagement was undertaken in 2016 to develop this Committee’s mandate; discontinuing funds for the Committee could be perceived as not adhering to the City’s commitment to community engagement.

**Pros:** Not funding the Committee may leave additional funds in the Food Advisory Committee Reserve to be used another year or allocated elsewhere.

**Cons:** Not funding the Committee may result in lower or inequitable engagement and potential loss of volunteer members if base funds to cover the committee’s parking reimbursement, training/education and meeting supplies are not available. Not increasing the Committee’s budget from the Food Advisory Committee Reserve restricts their ability to fulfil their mandate in any meaningful manner to support and advise the Hamilton Food Strategy implementation. In addition, the Advisory Committee Review recommendations of reforming and amalgamating food related committees would not be followed if budget was not assigned to the Food Advisory Committee.

## **ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

### **Community Engagement and 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 AND SCHEDULES ATTACHED**

Appendix “A” to Report BOH22019	2023 Food Advisory Committee Budget Submission
Appendix “B” to Report BOH22019	Food Advisory Committee Terms of Reference