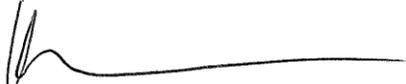


HAMILTON POLICE SERVICES BOARD

GOVERNANCE SUB-COMMITTEE

RECOMMENDATION REPORT

TO:	Chair and Members Hamilton Police Services Board
BOARD MEETING DATE:	November 25, 2021
SUBJECT:	Call for Proposals to Host the Canadian Association of Police Governance's (CAPG) 34 th Annual Conference (PSB GOV 21-001)
SUBMITTED BY:	Kirsten Stevenson, Administrator
SIGNATURE:	

RECOMMENDATION

That the Board not move forward with submitting a proposal to host the CAPG's 34th Annual Conference in 2023.

SUMMARY

- At the Board's October 28, 2021 public meeting, Consent Item 5.5 Correspondence from the CAPG dated September 30, 2021 with regards to Call for Proposals to Host CAPG Conference September 30, 2023, was lifted from the Consent Agenda and referred to the Governance Sub-Committee for consideration
- The CAPG is soliciting interest from Police Commissions/Boards/Cities to host their annual event in July, August or September 2023
- A recommendation to not move forward with submitting an interest to host the CAPG's 34th Annual Conference in 2023 relates to costs and staff time requirements, as well as an upcoming municipal election in 2022

INFORMATION

The CAPG Conference provides a vehicle for the collection and sharing of information and a forum for the discussion of matters relevant to policing in Canada

Benefits to hosting:

Vision: To be a trusted partner in delivering public safety.

Mission: To serve and protect in partnership with our communities.

Our Values: Compassionate, Dedicated, Inclusive, Integrity, Innovative, Professional, Teamwork

- The CAPG suggests that the benefit to the local economy can be between \$200,000 to \$300,000
- Conference events include 400 hotel room nights, meals, tours, entertainment and transportation.
- Local suppliers may be contacted to supply gifts, delegate bags, printing, signage and other conference related materials.

Obligations related to hosting:

- Requires a commitment to contribute \$5,000 to the Kick-Off breakfast at the 2022 Conference
- Requires a commitment to contribute \$25,000 in 2023 for the actual event
- Provision of volunteers – 4 minimum daily to assist with a registration desk, and 2 minimum to assist with the companion's program
- Arrange and manage all aspects of the companion program, including selecting venues, hiring tour companies and providing transportation between venues and the hotel
- Work with the CAPG conference committee to select a venue, determine transportation, plan catering and entertainment as well as liaise with venue staff

Interested parties are to submit proposals by March 31, 2022. The CAPG Conference Committee will review submissions at their meeting in April 2022 and make a recommendation to the CAPG Board. The CAPG Board will review the recommendation at the May 2022 Board of Directors meeting and notify the chosen host by May 31, 2022.

RATIONAL FOR RECOMMENDATION

Requesting funds in the total amount of \$30,000 to host this event will place a burden on 2022 and 2023 budgets. Additional impacts will also be placed on Board and Service staff time based on hosting obligations. Board and Service staff time will already be impacted by the commitment made to participate in the International Association of Women Police (IAWP) Conference September 12 - 16, 2022 taking place in Niagara Falls. Also of consideration is the fact that a municipal election will be held in 2022, which may impact Board membership and support of this event moving forwards.

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