



Calgary



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ITEM: 7.2 PFC2019-0303  
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# Improving Governance and Efficiency of PFC Meetings

## PFC2019-0303

Priorities and Finance Committee  
July 02, 2019

## Council has been engaged on several topics

Approved Options for Further Examination	Related Procedure Bylaw Changes
Option 1: Roles/powers of the PFC allowed in the Procedure Bylaw	✓ The authority to create and be responsible for subcommittees and approve their terms of reference
Option 2: PFC agenda setting process	
Option 3: Additional meeting management and workflow management tactics	
Option 4: Areas of Councillor expertise	
Option 5: Minor modifications to the Procedure Bylaw	✓ Notices of Motion will be directed to PFC ✓ The use of a consent agenda to receive Briefing Reports ✓ The authority to make decisions within its mandate





## **Engagement with members of Council highlighted three consistent themes**

**1**

Identifying criteria to assess Notices of Motions

**2**

Aligning Council and Committees with the Council-approved priorities and strategies within One Calgary

**3**

Creating meeting efficiencies and supporting effective working relationships between chairs and committee members



## **A new criteria for Notices of Motion is recommended**

### **A motion must demonstrate that the Member of Council:**

- Puts forward the motion with a full understanding of the expected cost and resource requirement of doing the work;
- Has assured that the statement of work advances Council approved service plans and budgets and other Council policies;
- Has verified the technical accurateness of the motion;
- Has confirmed that the statement of work is within the legal authority of The City of Calgary; and
- Has confirmed that the statement of work is not a duplication of, nor does it contradict, previously approved Council direction.



## Recommendations

Administration recommends that the Priorities and Finance Committee recommends that Council approve the procedure and criteria for Notices of Motions as described in Attachment 3.