

Opportunity		A Status of Current & Planned Initiatives
a) <u>Governance Role</u>	More Council focus on strategy and governance and less of a focus on operational details	<ul style="list-style-type: none"> • Strategic Agenda Management Process (Q4 2015/Q1 2016) In 2015, in alignment with the City Manager's Leadership Strategic Plan, a new Strategic Agenda process has been established and is in the process of being fine-tuned. The Strategic Agenda aligns Corporate Priorities and Council Priorities and sets out a direction, including process and criteria, for Strategic meetings of Council. In Q1 2016 the Strategic Agenda process will roll out more formally identifying themes for Strategic planning sessions well in advance while still allowing for flexibility to incorporate emerging issues. • Increased numbers of Strategic Council meetings (2015/2016) Strategy sessions are now part of Council's regular meeting schedule with one meeting per month scheduled in 2016.
b) <u>Committee to Council Effectiveness</u>	Reduced number of committee meetings, reports and reduced duplication of Council and Committee discussion.	<ul style="list-style-type: none"> • Procedure Bylaw Review (2016) Included in the LGTF work plan is a Procedure Bylaw review which will look at all aspects of meeting and agenda protocols. • Review of Committee Structure (Begins Q1 2016) Research has found that the number of Committees has been reduced over the last decade from 63 Council-appointed Boards, Committees and Commissions in 2003 to 42 in 2015. Within the LGTF work plan the City Clerk's Legislative division is undertaking a review of the Procedure Bylaw, and included in this review will be a review of the mandates and powers of Committees. Part of this will potentially include encouraging Committees to practice their mandate and not refer all items to Council.
c) <u>Council Meeting Protocol</u>	Improve meeting protocols, report templates and content for more efficient meetings. Review technology used during committee and Council. Lower the criteria threshold for items to be included on the Consent Agenda and raise the threshold for items needed to be brought in front of Council. Training and consulting on how to run more efficient meetings.	<ul style="list-style-type: none"> • Procedure Bylaw Review (2016) Included in the LGTF work plan is a Procedure Bylaw review which will look at all aspects of meeting and agenda protocols. • City Clerk's Report Review (2015/2016) Reporting and report management responsibilities are currently being reviewed. New Council report template and guideline improvements are included in this initiative. • How to Chair a Meeting – Workshop (Sept 2015) In September 2015 City Clerk's provided parliamentary training on <i>how to chair a meeting</i> for Councillors to address the need for more efficient meetings. • Council Meeting Technology City Clerks is researching technology options and will implement a new Report Management System to replace Electronic Legislative Management System. Further technology options available through the new system for Committee and Council are

Identified areas of improvement, bucketed and with actions taken by LGTF and CCCO to improve efficiency and effectiveness

LGT2015-0895
Attachment 1

	being investigated and will be balanced with the funding available for same.
<p>d) <u>Research & Learning Opportunities</u></p> <p>Increased exposure to global trends and best practices research for Councillors.</p>	<ul style="list-style-type: none">• Trends and Research Exposure (ongoing) Continuous research in regards to best practices for governance and policy is performed throughout The City.