



Report Number: EC2022-0885

Meeting: Executive Committee

Meeting Date: 2022 July 20

NOTICE OF MOTION

RE: Establishing the Council Services Committee

Sponsoring Councillor(s): Councillor Sharp, Councillor Chabot, Councillor Demong, Councillor Wong, Councillor Pootmans, Councillor Wyness, Councillor McLean, Councillor Chu

WHEREAS at the 2020 February 24 Combined Meeting of Council, Council adopted a motion to address a perceived governance gap with respect to public disclosure and oversight of the Office of the Councillors;

AND WHEREAS at the 2021 May 10 Combined Meeting of Council, Council amended the City Clerk Bylaw 73M94 to provide authority to the City Clerk for the purposes of accountability for the Office of the Councillors and for any Council policies and guidelines referencing the authority of the Coordinating Committee of the Councillors Office (CCCO);

AND WHEREAS at the 2021 September 13 Combined Meeting of Council, Council disbanded the Coordinating Committee of the Councillors Office;

AND WHEREAS the role of the Office of the Councillors is unique, providing essential services and support to elected officials apart from City Administration, but comprised of City employees;

AND WHEREAS funding decisions on the Ward Community Event Fund are made according to the Ward Community Event Fund guidelines, which assigns approving authority to the former Coordinating Committee of the Councillors Office;

AND WHEREAS the resources required by Councillors to effectively represent Calgarians will vary from time-to-time, and Councillors needs should be communicated to Administration with the level of transparency and accountability expected of all other Council decisions;

NOW THEREFORE BE IT RESOLVED that Council direct Administration to:

- 1) Prepare amendments to the Procedure Bylaw 35M2017 to create a new Standing Specialized Committee of Council entitled the "Council Services Committee" with terms of reference including the following:
 - a) The mandate and powers of the Council Services Committee shall include:
 - i) Strategic and policy direction on services provided by Administration for Councillors and their staff;
 - ii) Funding decisions on the Ward Community Event Fund; and
 - iii) Receiving advice from Administration and making recommendations to Council on Councillors' budget and expense policy.
 - b) The committee shall report directly to Council
 - c) Membership shall consist of five (5) councillors selected at the annual Organizational Meeting of Council
 - d) The committee shall elect a Chair and Vice-Chair at its first meeting following the annual Organizational Meeting of Council

- e) The committee shall meet quarterly and at the call of the Chair as necessary.
- 2) Report back to Council with the proposed amendments to Procedure Bylaw 35M2017 no later than the 2022 October 4 Combined Meeting of Council, with the mandate and powers to be further discussed and developed at the first meeting of the Council Services Committee.
- 3) Forward this Notice of Motion to the 2022 July 26 Combined Meeting of Council.

Attachment(s):

- 1. Notice of Motion Checklist