

## **LGTF 2014-2017 WORK PLAN Q3 2016 UPDATE**

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### **EXECUTIVE SUMMARY**

This report presents the quarterly update on the progress of the Legislative Governance Task Force 2014-2017 Work Plan.

### **CITY CLERK'S OFFICE RECOMMENDATION(S)**

That the Legislative Governance Task Force recommends that Council approve the updated Legislative Governance Task Force 2014 – 2017 Work Plan as presented in Attachment 1.

### **PREVIOUS COUNCIL DIRECTION / POLICY**

At the 2014 May 26 Regular Meeting of Council, Council approved the Legislative Governance Task Force 2014 – 2017 Work Plan and directed that the City Clerk's Office report quarterly, on its progress.

### **BACKGROUND**

The Legislative Governance Task Force (LGTF) provides recommendations to Council to improve legislative governance at The City of Calgary. The LGTF meets monthly, and is focused on the following priorities: (1) making Council more accessible and transparent to the public; (2) making the Council decision-making process more efficient; and (3) increasing accountability.

### **INVESTIGATION: ALTERNATIVES AND ANALYSIS**

The items planned, in progress and completed since the last quarterly report have been updated on the LGTF 2014 – 2017 Work Plan (Attachment 1) and are noted below.

#### Completed:

- Boards, Commissions and Committees Citizen Recognition - Adopted by Council. An event will be planned after the Organizational Meeting of Council this year for outgoing citizen members who have served for at least one year.
- Council Committee Structure and Mandate Review with respective bylaw amendments – Adopted by Council, taking effect January 1, 2017.
- A new Swearing in Ceremony Council Policy was adopted by Council replacing the rescinded former policy.
- Council Chamber Operational Matters Council Policy was rescinded.

#### In Progress:

- Boards, Commissions and Committees Project - The Nomination Committee met on 2016 September 9 and reviewed eight BCC Advisory/Review /Interest Group nominations. The Committee's recommendations will be forwarded to the Organizational Meeting of Council on 2016 October 24.
- At today's meeting, Committee will be presented with the Flag Council Policy and the Half-Mast Council Policy, which have been combined into one new policy.

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### Planned:

- Protocol has advised that, at a future meeting, LGTF will consider a new policy on Recognitions in Council and review revisions to the White Hat Policy. Further additions to the work plan will be proposed with the next quarterly report.
- A review of the new 2016 Boards, Commissions and Committees appointment process along with an update on the progress and timelines of the project's phases will be provided to LGTF in Q1 2017. Engagement with the BCCs will take place after the Organizational Meeting of Council to obtain feedback.
- The City Clerk's Office, in consultation with Law and Administration, will work with applicable BCCs to have them bring forward amendments to their governance documents (only those formed under the jurisdiction of the City of Calgary) to reflect the six-year term limit for members, exclusive of the Quasi-Judicial Boards.
- Phase II – Council Innovation Fund Project, Procedure Bylaw Review will commence after the Organizational Meeting of Council this year. Engagement with all members of Council is planned as well as engaging the services of a parliamentarian to provide professional expertise.

### **Stakeholder Engagement, Research and Communication**

Key stakeholders were consulted in the preparation of the work plan, and are actively engaged in ensuring it is up-to-date, and are detailed in their respective reports.

### **Strategic Alignment**

This report aligns with Council's priority of a well-run City: "Calgary's government is open, responsive, accountable and transparent, delivering excellent services at a fair price. We work with our government partners to ensure we have the tools we need" (Action Plan 2015-2018).

### **Social, Environmental, Economic (External)**

Our ongoing work in regards to Council Policies, Protocol, Procedure Bylaw 44M2006 and Boards, Commissions and Committees process contribute to a more efficient and well-run city, as well as improved accountability and transparency.

### **Financial Capacity**

#### **Current and Future Operating Budget:**

At the 2015 March 30 Regular Meeting of Council, Council approved an allocation of \$350,000 from the Council Innovation Fund to complete the items related to Boards, Commissions and Committees and a revised Procedure Bylaw. The work required for the remaining LGTF work plan items is being absorbed by City Clerk's internal resources located within the Legislative Services and Administration Services Divisions.

#### **Current and Future Capital Budget:**

There are no current and future capital budget implications.

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**Risk Assessment**

Failure to complete the work detailed in the LGTF 2014 – 2017 Work Plan exposes The City of Calgary to a number of risks: (1) failure to adhere to Council policies, (2) confusion and misalignment between Council policies and existing practice, (3) maintaining outdated Council policies which do not keep pace with leading practices in legislative governance, and (4) inadequate transparency and accountability. Such risks do not allow The City of Calgary to achieve its priority of becoming a well-run City.

**REASON(S) FOR RECOMMENDATION(S):**

The City Clerk's Office reports quarterly on the progress of the Legislative Governance Task Force 2014 – 2017 Work Plan, which is a dynamic document dependent on resources available, and requires approval of the timelines in order to deliver on legislative governance initiatives at The City of Calgary.

**ATTACHMENT**

Legislative Governance Task Force 2014 – 2017 Work Plan