

**City Manager's Office Report to
Combined Meeting of Council
2022 September 13**

**ISC: UNRESTRICTED
C2022-0975
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Establishment of a Council Services Committee

RECOMMENDATION:

That Council establish the Council Services Committee as a Standing Specialized Committee of Council by giving three readings to Bylaw 28M2022.

HIGHLIGHTS

- This report presents an amending bylaw to amend Council's Procedure Bylaw, Bylaw 35M2017 as amended, to establish a Standing Specialized Committee entitled the "Council Services Committee."
- What does this mean to Calgarians? Establishing a Council Services Committee will provide a means by which Council can receive advice from Administration and set the financial, strategic and policy direction for services that Administration provides for Councillors and their staff.
- Why does this matter? As stated in Notice of Motion EC2022-0885, "...Councillors needs should be communicated to Administration with a level of transparency and accountability expected of all other Council decisions".
- The Council Services Committee will be comprised of five Councillors appointed annually at Council's Organizational Meeting, with the inaugural Members to be appointed by Council at the 2022 October 25 Organizational Meeting of Council.
- Strategic Alignment to Council's Citizen Priorities: A well-run city.
- Background and Previous Council Direction is included as Attachment 1.

DISCUSSION

This report and the proposed amending bylaw (Attachment 2) respond to Council's direction set out in Notice of Motion EC2022-0885 (Attachment 3) to create a new Standing Specialized Committee entitled "Council Services Committee".

To support clarity in the mandates of the Standing Specialized Committees, two additional technical amendments, as outlined in Attachment 2 – section 4, are recommended:

- Delete the Executive Committee's mandate for "Council services and governance." As per the Notice of Motion EC2022-0885, the mandate and powers of the Council Services Committee are to be further discussed and developed at the first meeting of the Council Services Committee; and
- Replace the words "Councillor's budget and expense policy" with "Councillors' Budgets and Expenses Bylaw 36M2021" to reflect the complete title of Bylaw 36M2021 (Attachment 2).

STAKEHOLDER ENGAGEMENT AND COMMUNICATION (EXTERNAL)

- Public Engagement was undertaken
- Public Communication or Engagement was not required
- Public/Stakeholders were informed
- Stakeholder dialogue/relations were undertaken

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IMPLICATIONS

Social

Not Applicable.

Environmental

Not Applicable.

Economic

Not Applicable.

Service and Financial Implications

Supporting additional Council Committee meetings can be accomplished with existing Legislative Coordination resources in the City Clerk's Office. Monitoring of services and financial impacts to resources of the Office of the Councillors section will occur as the work of the Council Services Committee takes shape.

RISK

Establishing a Council Services Committee may reduce reputational risk for The City by applying the same level of transparency and accountability as expected for all Council Committees.

ATTACHMENTS

1. Previous Council Direction, Background (Attachment 1)
2. Proposed Amending Bylaw 28M2022 (Attachment 2)
3. Establishing the Council Services Committee, Notice of Motion EC2022-0885 (Attachment 3)

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
Jill Floen	City Manager's Office	Approve
Kate Martin	City Manager's Office	Consult