

AMENDED LEGISLATIVE GOVERNANCE TASK FORCE 2014 – 2017 WORK PLAN

ITEM	TOPIC	WORK TIMELINE	LGTF	UPDATE	NOTES
1. BOARDS, COMMISSIONS AND COMMITTEES (BCCs)					
a.	City Clerk's will update, as per previous Council direction, the <i>Appointment of Members of Council, Administration and Citizens to Agencies and Establishment of Council Agencies Policy</i> (#CC003) to reflect the current practice with respect to the advertising and recruitment process.	Q1– Q2 (2014)	Q2 (2014)	Completed	
b.	Report on amalgamating all Council policies related to the Boards, Commissions and Committees of Council into one master policy, <i>Appointment of Members of Council, Administration and Citizens to Agencies and Establishment of Council Agencies Policy</i> (#CC003): i. <i>Advertising Policy for Appointment of Citizens to Boards, Commissions and Committees</i> (#CC002); ii. <i>Courtesy Policy-Letters for Applicants and Members of Council-Appointed Boards, Commissions and Committees</i> (#CC033); iii. <i>Conflict of Interest: Citizen Appointees</i> (#CC006); and iv. <i>Disbanding of Committees Policy</i> (#CC019).	Q1 – Q2 (2014)	Q2 (2014)	Defer to Q3 (2016)	Defer to align with item 1(e): Report proposing a new advertising and recruitment process for Citizen Members to Boards, Commissions and Committees.
c.	Report proposing a new Citizen Member Code of Conduct Policy	Q1 – Q3 (2014)	Q3 (2014)	Defer to Q4 (2014)	Defer to receive direction from the Legislative Governance Task Force with respect to the scope of a Council Policy on a Code of Conduct for Citizen Members of Boards, Commissions and Committees.
d.	Report exploring term limits for Citizens to the 81 Boards, Commissions and Committees (including Quasi-Judicial Boards).	Q4 (2015) – Q3 (2016)	Q3 (2016)		Given scope, time commitment and resource implications, the City Clerk may request funding to secure services of an external consultant as per the LGTF Terms of Reference.

e.	Report proposing a new advertising and recruitment process for Citizen Members to the 81 Boards, Commissions and Committees (including stakeholder engagement and research of best practices among other municipalities)	Q4 (2015) – Q3 (2016)	Q3 (2016)		Given scope, time commitment and resource implications, the City Clerk may request funding to secure services of an external consultant as per the LGTF Terms of Reference.
2. COUNCIL POLICIES					
a (i)	<i>Council Policy Library (#PAC001):</i> revisions to the policy review process, and revisions to the online Council Policy Library structure housing 149 Council Policies, including user enhancements.	Q3 (2014) – Q4 (2015)	Q4 (2015)		Given scope, time commitment and resource implications, the City Clerk may request funding to secure additional resources.
a (ii)	<i>Opening Prayer-Council Meeting (#CC013)</i>	Q4 (2014)			City Clerk's Office will bring the <i>Opening Prayer-Council Meeting</i> Policy to the 2014 Organizational Meeting of Council, along with the 2013/2014 Deputy Mayor Roster, to bring awareness to the duties of the Deputy Mayor.
a (iii)	<i>White Hat Presentation Policy (#CC018)</i>	Q1 – Q2 (2015)	Q2 (2015)		
a (iv)	<i>Swearing in Ceremony and Reception (#CC016)</i>	Q1 – Q3 (2016)	Q3 (2016)		
b.	Report proposing rescinding Council Policies that replicate legislation in the Procedure Bylaw or the <i>Municipal Government Act</i> : i. <i>Council Members Attendance at Meetings Policy (#CC029);</i> and ii. <i>Council Breaks and Meal Times (#CC007).</i>	Q3 (2014)	Q3 (2014)	Completed	
3. ETHICS AND ACCOUNTABILITY					
a.	Report on the <i>Disclosure Policy for Members of Council</i> (outstanding item from LGTF Work Plan for 2013).	Q1 – Q2 (2014)	Q2 (2014)	Defer to Q4 (2014)	Defer to continue the consultation process with Members of Council.

4. PROCEDURE BYLAW					
a.	City Clerk's will bring forward minor housekeeping amendments to the Procedure Bylaw.		Q4 (2014)		
b.	City Clerk's will engage Council on potential amendments to the Procedure Bylaw.	Q2 – Q4 (2014)	Q3 (2015) – Q1 (2016)	Q1 (2016)	Given scope, time commitment and resource implications, the City Clerk may request funding to secure services of an external consultant as per the LGTF Terms of Reference.