

### NOTICE OF MOTION CHECKLIST

The checklist is a tool intended to support the sponsor(s) of a Notice of Motion. The items listed below are important considerations when crafting and submitting a Notice of Motion. It is also intended to support other Members of Council, as the same considerations are important when reaching a decision on a Notice of Motion.

The checklist is therefore an opportunity for the sponsor(s) to:

- consider what advice might be helpful to them in formulating their proposal; and
- share key points about the advice received with their Council colleagues, to inform their deliberations.

This document is recommended to be provided to City Clerks alongside every Notice of Motion and will become part of the Corporate record. It is at the discretion of the sponsor(s) to decide with whom to consult and what information to include.

Title of the  
Motion:

There are two classifications of a Notice of Motion (Check the one that applies):

Regular

Urgent (Include details in Urgency Rationale box below)

Is this Notice of Motion Confidential? (Include details in Procedural box below)

Financial and Other Resource Capacity

Administration has been thoroughly consulted in the development of this motion. The work set out is not expected to require any additional funding. The intent of this motion is to explore new budgeting processes and could impact the overall City budget if adopted.

Legal / Legislative

The City of Calgary budget process is influenced in many ways by policy and legislation. Administration has reviewed the motion and there are no initial legal or policy considerations arising from adopting it. The City Clerk and legal resources will be consulted as necessary to ensure any emerging policy and/or legal considerations addressed should the motion be successful.

Technical Content
This motion has been developed in cooperation with subject matter experts in Mobility and has been circulated to impacted parties in Operational Services, and Infrastructure Services.
Procedural (Including reasons for confidentiality)
N/A
Other Considerations
N/A
Urgency Rationale
N/A