

LEGISLATIVE GOVERNANCE TASK FORCE 2014 – 2017 WORK PLAN

1. BOARDS, COMMISSIONS AND COMMITTEES (BCCs) PHASE 1 – INNOVATION PROJECT – Bonnie Hilford, PM		WORK TIMELINE	PRESENT TO LGTF	
1h	Governance and Appointments of Boards, Commissions, and Committees (BCC) Update Report (Arising from Phase 1)	Q4 (2016)- Q1(2017)	Q1 (2017)	In accordance with Council direction on 2016 April 25, the Project Manager will return to Council Q1 2017 with a review of the 2016 BCC appointment process and a plan on the timelines for the next deliverables of Phase 1 per adopted LGT2016-0244 Attachment 6.
1i	Amendments to BCCs' Governance Documents regarding Term Limits (Arising from Phase 1).	Q4 (2016)- Q1(2017)	Q1 (2017)	The City Clerk's Office in consultation with Law, and Administration, work with applicable BCCs to bring forward amendments to their governance documents, formed under the jurisdiction of the City of Calgary, to reflect the 6-year term limit for members specified in the new <i>Governance and Appointments of Boards, Commissions and Committees</i> policy (CP2016-03). If no governance documents exist, then the 6-year term limit applies from the policy effective date (2016 April 25).
2. COUNCIL POLICIES: Protocol and Mayor's Office Policies Tim Mowrey, Manager Administrative Services		WORK TIMELINE	PRESENT TO LGTF	
2c(i)	<i>City of Calgary Flag Policy</i> (general, dignitaries & flag raising) (#CC036 & #CC037)	Q1 – Q3 (2016)	Q3 Q4 (2016)	Combined Flag Policy and Flag Half-Mast Policy to be presented to LGTF 2016 October 11.
2a(iii)	<i>White Hat Presentation Policy</i> (#CC018) - Mayor's Office	Q1 – Q4 (2016)	Q4 (2016)	Awaiting process mapping and results of consultations by the Mayor's Office.
2c(v)	<i>Recognitions in Council Policy</i> (new)	Q1 – Q4 (2016)	Q4 (2016)	At its meeting 2015 November 9, (C2015-0882) Council directed that Administration develop a new policy to reflect new procedures and standards for recognitions in Council meetings.

3. COUNCIL POLICIES: ETHICS AND ACCOUNTABILITY			
City Solicitor		WORK TIMELINE	PRESENT TO LGTF
3c	Council policy on <i>Fundraising and Ward Events</i>	Council did not direct to return to a specific date.	On 2015 December 14, Council referred this proposed Council policy on Fundraising and Ward Events to Administration for review by the City Solicitor, to return to Council as soon as possible. In 2016 July, the Ethics Advisor reviewed the proposed Council policy and provided comments. The City Solicitor, Ethics Advisor and City Clerk's met on 2016 August 22 to discuss the proposed Council policy and consider how to bring greater clarity surrounding ethical participation in charitable and not-for-profit fundraising by Members of Council. The comments and feedback are currently under review, and Administration anticipates returning to Council no later than 2016 December 19 with a revised Council policy.
4. PROCEDURE BYLAW			
PHASE 2 – INNOVATION PROJECT – Bonnie Hilford, PM		WORK TIMELINE	PRESENT TO LGTF
4b	<i>Procedure Bylaw No. 44M2006 Review</i>	Q4 (2016) – Q2 (2017)	This work will be lead by the Project Manager of the Innovation Project with the assistance of Project Team Members and a parliamentarian. Several legislative items are currently in play that will potentially have impacts on the Procedure Bylaw - Bill 20, Amendments to the MGA; City Charter; Committee Review.

COMPLETED WORK PLAN ITEMS – Adopted by Council

BOARDS, COMMISSIONS AND COMMITTEES (BCCs)	
1a, b, d, & e	Adopted Council Policy Governance and Appointments of Boards, Commissions and Committees policy (CP2016-03) include updated term limits, and advertising and recruitment process of Public Members. Rescinded four policies: • <i>Appointment of Members of Council, Administration and Citizens to Agencies and Establishment of Council Agencies Policy (#CCC003);</i> • <i>Advertising Policy for Appointment of Citizens to Boards, Commissions and Committees (#CC002);</i> • <i>Courtesy Policy-Letters for Applicants and Members of Council-Appointed Boards, Commissions and Committees (#CC033);</i> • <i>Disbanding of Committees Policy (#CC019).</i>
1c	Adopted Council policy on the Code of Conduct for Citizen Members Appointed to Council Established Boards, Commissions and Committees (#CC045).
1f	Council Committee Structure and Mandate Review
1g	Recognition for Public Members of Boards, Commissions and Committees
COUNCIL POLICIES	
2a(i) 2a(iv) 2c(iv) 3b	Adopted New or Amended Council Policies: • <i>Council Policy Program (#CC046) replaces Council Policy Library (#PAC001);</i> • <i>Swearing in Ceremony (#CP2016-06) replaces rescinded Swearing in Ceremony (#CC016);</i> • <i>Civic Recognition on the Death of Current or Former Member of Council (#CP2016-02); and</i> • <i>Gifts and Benefits Policy for Members of Council (#CC043).</i>
2c(vi) 3a 2b(i) 2b(ii) 2a(ii)	Rescinded Council Policies: • <i>Council Chamber Operational Matters Policy (CC032);</i> • <i>Disclosure Policy for Members of Council (#CC044);</i> • <i>Council Members Attendance at Meetings (#CC029);</i> • <i>Council Breaks and Meal Times (#CC007); and</i> • <i>Opening Prayer-Council Meeting (#CC013).</i>
PROCEDURE BYLAW	
4a	Minor housekeeping amendments to Procedure Bylaw No. 44M2006.