City Clerk's Report to
Legislative Governance Task Force
2015 December 1

ISC: UNRESTRICTED
LGT2015-0880
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LGTF 2014-2017 WORK PLAN Q4 2015 UPDATE

EXECUTIVE SUMMARY
This report presents an 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 recommend that Council approve the updated Legislative Governance Task Force 2014 – 2017 Work Plan.

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, starting in Q3, 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 work planned, in progress and completed to date has been updated on the LGTF 2014 – 2017 Work Plan (Attachment).

The Legislative Governance Boards, Commissions and Committees Review Project is moving through the discovery and project chartering phase. The Project Manager will continue to meet with project sponsors on a monthly basis apprising them of the progress of the project.

Starting in 2016 an internal review of committee structure and functions will be conducted by the Legislative Services Division within City Clerk's. In the first quarter of the year scope and associated timelines for this review will be presented to LGTF.

Some timelines for policy review and development have shifted due to conflicting priorities (Calgary Awards, AUMA & increased dignitary visits) and resource restrains within City Clerk's. Additional policies for development were added to the work plan; *Recognitions in Council* and *Council Chamber Operational Matters.*

Stakeholder Engagement, Research and Communication
N/A

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).

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Social, Environmental, Economic (External)
Our ongoing work in regards to Council Policies, Protocols, 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, sponsored by the Mayor to complete the items related to Boards, Commissions and Committees and a revised Procedure Bylaw. Remaining Policy work is being absorbed by City Clerk's internal resources located within the Governance and Policy and Protocol sections.

  Current and Future Capital Budget:
There are no current and future capital budget implications.

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, and requires approval of the timelines in order to deliver on legislative governance initiatives at The City of Calgary.

ATTACHMENT(S)
    Legislative Governance Task Force 2014 – 2017 Work Plan