

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON NOVEMBER 3, 2015
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT:	AMENDMENT TO COUNCIL POLICY 5(16) GENERAL POLICY FOR ADVISORY COMMITTEES

RECOMMENDATION

That, on the recommendation of the City Clerk, the attached proposed by-law (Appendix "A") BE INTRODUCED at the Municipal Council meeting to be held on November 10, 2015, to amend Council Policy 5(16) – General Policy for Advisory Committees, to require the submission an annual work plan for Council’s consideration that links the work of the Advisory Committees to the priorities as set out in the City of London’s Strategic Plan.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

- Item #5 – Finance and Administrative Services Committee – February 27, 2012
- Item #8 - Finance and Administrative Services Committee – December 12, 2011
- Item#1 - Finance and Administration Committee – March 30, 2011

BACKGROUND

Municipal Council, at its meeting of June 10, 2015 resolved the following:

“That the Civic Administration BE DIRECTED to report back with recommended amendments to the Terms of Reference for the City of London Advisory Committees, where appropriate, to require the Advisory Committees to submit an annual work plan for Council’s consideration that links the work of the Advisory Committees to the priorities as set out in the City of London’s Strategic Plan.”

In response to the above-noted direction, attached as Appendix “A” to this report is a proposed amendment to Council Policy 5(16) Policy for Advisory Committee to require Advisory Committees, where appropriate, to submit an annual work plan for Council’s consideration that links the work of the Advisory Committees to the priorities as set out in the City of London’s Strategic Plan.

Section 20 of Council Policy 5(16) current states as follows:

“20. Annual Report and Objective Setting

Advisory Committees shall submit an annual report to its parent standing committee outlining the previous year’s accomplishments and to seek direction at to major initiatives that the standing committee may wish the advisory committee to focus on in the coming year.”

Based on the direction given by Municipal Council, the Civic Administration recommends that section 20 of Council Policy 5(16) be amended to read as follows:

“20. Annual Report and Work Plan

Advisory Committees shall submit an annual report to its parent standing committee outlining the previous year’s accomplishments and a work plan for the upcoming year, for Municipal Council approval. The work plan shall set out proposed initiatives to be undertaken that are directly linked to the mandate of the Advisory Committees and the priorities as set out in the City of London’s Strategic Plan. The work plan shall include any work required under their mandate and applicable legislation.”

Although the Council resolution speaks to amendments being undertaken to the Advisory Committees Terms of Reference, the Civic Administration recommends that it would be appropriate to amend the general policy that applies to all Advisory Committees.

For your information, a copy of the current Council Policy 5(16) General policy for Advisory Committees is attached as Appendix “B” to this report.

RECOMMENDED BY:
CATHY SAUNDERS CITY CLERK

APPENDIX "A"

Bill No.
2015

By-law No.

A by-law to amend Council Policy 5(16) entitled "General Policy for Advisory Committees" to require Advisory Committees to submit an annual work plan for Council's consideration and approval.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Municipal Council wishes to amend Council Policy 5(16) – General Policy for Advisory Committees, to require Advisory Committees to submit an annual work plan for Council's consideration and approval;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. Part 20 entitled "Annual Report and Objective Setting" is hereby amended by deleting the part in its entirety and by replacing it with the new part 20 as follows:

"20. Annual Report and Work Plan

Advisory Committees shall submit an annual report to its parent standing committee outlining the previous year's accomplishments and a work plan for the upcoming year, for Municipal Council approval. The work plan shall set out proposed initiatives to be undertaken that are directly linked to the mandate of the Advisory Committees and the priorities as set out in the City of London's Strategic Plan. The work plan shall include any work required under their mandate and applicable legislation."

2. This by-law comes into force and effect on the day it is passed.

PASSED in Open Council on November 10, 2015.

Matt Brown
Mayor

Catharine Saunders
City Clerk

First Reading – November 10, 2015
Second Reading – November 10, 2015
Third Reading – November 10, 2015