

TERMS OF REFERENCE

2016 COUNCIL COMPENSATION REVIEW TASK FORCE

COMPOSITION:

Voting Members:

Five members to be chosen by the City Clerk of the City of London and subject to ratification by Municipal Council.

TERM OF OFFICE:

The Council Compensation Review Task Force shall commence its work as soon as possible and be disbanded upon submission of its Final Report to the Strategic Priorities and Policy Committee by not later than March 31, 2016.

QUALIFICATIONS:

Members of the Task Force will be chosen by the City Clerk and ratified by Municipal Council using all appropriate Council policies and procedures, and be reflective of the relevant principles contained within the Strategic Plan. Within these parameters, the Clerk will have full discretion over the selection process, subject to ratification by Municipal Council, including the determination and assessment of candidate qualifications. Members of Civic Administration are not eligible to serve as members of the Task Force.

The Chair and Vice-Chair are elected by the Task Force from among its Members, at its first meeting

MEETINGS:

The first meeting shall be called by the City Clerk. Subsequent meetings shall be at the call of the Chair, in consultation with the Task Force Secretary.

DUTIES:

The Council Compensation Review Task Force reports to the Municipal Council, through the Strategic Priorities and Policy Committee.

The Task Force shall be responsible for reviewing and providing recommendations with respect to Council Member compensation, including:

- (a) review, consideration and continued work on the recommendations of any previous Council Compensation Review Task Force that the committee feels are relevant;
- (b) collection of and analysis of data from other legislative jurisdictions throughout Canada having regard to the population and the operating budgets of the municipalities and positions of comparable responsibility within the public and private sectors with the assistance of neutral, independent and less human-resources focussed expertise ;
- (c) seeking significant public input, which would:
 - i) include a variety of opportunities for public input directly to the Task Force (this could include the use of public meetings, surveys, webpage, phone, mail, etc).
 - ii) provide for public engagement process to ensure that members of the public are aware of the work of the Task Force and are provided with ample opportunity to provide input;
 - iii) provide for an enhanced communications program to assist in clarifying the role of the Municipal Council Members, including legislative responsibilities and day-to-day duties undertaken to fulfil the role; and,
 - iv) collection of public input with respect to expectations for the availability of the Members of Council to the public during core business hours and outside of core business hours;

- (d) reviewing and making recommendations with respect to:
 - (i) Council Member annual stipend; and
 - (ii) the process and timeline for future reviews of Council compensation; and,
- (e) making recommendations regarding implementation of any changes in compensation, which may include phasing in and indexing.

GUIDING PRINCIPLES:

1. No Council Member should seek to serve in public office solely for financial gain. The key motivation should be to serve and improve the well-being of the citizens of London.
2. The system of remuneration must be transparent, open and easily understandable.
3. Remuneration needs to be sensitive to local market conditions and to compensation levels in comparable municipalities, recognizing that the role of Councillor is neither a full-time or part-time role, but rather a unique role.
4. Fair compensation that is reflective of the legislative responsibilities and day-to-day duties undertaken to fulfil the role of a municipal Councillor should be.
5. The Task Force should expect that their recommendations will be considered as soon as possible.
6. The Task Force may consider the provision of various compensation models for consideration.

VACANCIES:

The same procedure is followed as for the initial appointment of members to the Council Compensation Review Task Force.

REMUNERATION:

No remuneration is paid to the Council Compensation Review Task Force members.

CONTACT:

CHAIR:

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TASK FORCE SECRETARY:

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