

12TH REPORT OF THE
GOVERNANCE WORKING GROUP

Meeting held on September 28, 2016, commencing at 1:07 PM, in Committee Room #4, Second Floor, London City Hall.

PRESENT: Councillor V. Ridley (Chair); Councillors J. Helmer, M. van Holst, B. Armstrong, M. Salih, M. Cassidy, J. Morgan and H.L. Usher; and C. Saunders (Secretary).

ABSENT: Mayor M. Brown

I. CALL TO ORDER

1. Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

II. CONSENT ITEMS

2. 11th Report of the Governance Working Group

That the 11th Report of the Governance Working Group, from its meeting held on May 16, 2016, BE RECEIVED for information.

3. Amended Terms of Reference for the Governance Working Group

That the Amended Terms of Reference for the Governance Working Group dated May 16, 2016 BE RECEIVED for information.

III. SCHEDULED ITEMS

None.

IV. ITEMS FOR DIRECTION

None.

V. DEFERRED MATTERS/ADDITIONAL BUSINESS

4. Current Projects List

That the Current Projects List of the Governance Working Group BE RECEIVED for information.

5. Deferred Matters List

That the Deferred Matters List of the Governance Working Group BE RECEIVED for information.

6. Governance Working Group Mandate

That the following actions be taken with respect to the Governance Working Group's mandate:

- a) members of the Governance Working Group BE THANKED for their service; and,
- b) a new Governance Working Group BE ESTABLISHED comprised of five (5) appointed Members of Council whose term shall coincide with the term of Municipal Council whose role shall be to complete the attached list of Deferred Matters and, upon completion of those matters, meet on an as needed basis to consider specific matters put before them by the Municipal Council.

VI. CONFIDENTIAL

None.

VII. NEXT MEETING DATE

To be determined.

VIII. ADJOURNMENT

The meeting adjourned at 1:30 PM.

GOVERNANCE WORKING GROUP DEFERRED LIST AS OF MAY 16, 2016

COUNCIL DATE/ CLAUSE REFERENCE	ITEM	Body Responsible	Status
September 1, 2015 4c)i)/21/SPPC	<p>c) the Civic Administration BE REQUESTED to undertake the following actions with respect to the recruitment process for Advisory Committees, Boards, Commissions and Striking Committee Terms of Reference:</p> <p>i) the City Solicitor's Office BE REQUESTED to review and report back to the Governance Working Group (GWG) regarding the recommendation from the Striking Committee that applicants be requested to voluntarily disclose information pertaining to diversity;</p>	City Solicitor	
September 1, 2015 4c)ii)/21/SPPC	<p>c) the Civic Administration BE REQUESTED to undertake the following actions with respect to the recruitment process for Advisory Committees, Boards, Commissions and Striking Committee Terms of Reference:</p> <p>ii) the City Clerk and the City Solicitor's Office BE REQUESTED to review and report back to the Governance Working Group (GWG) regarding the processes undertaken by other municipalities with respect to Council appointments to Advisory Committees, Boards and Commissions and provide a recommendation regarding best practices that could be considered to ensure a transparent, streamlined and fair process for appointments; it being noted that the review is to consider, but not be limited to, the following matters:</p> <p>A) staggered term appointments to provide for appointments to be made at the beginning and middle of each term of Council so that the process is not onerous;</p> <p>B) membership of the Striking Committee;</p> <p>C) provisions that restrict Striking Committee members from being appointed to Advisory Committees, Boards or Commissions;</p> <p>D) possible creation of a different type of committee structure for appointments;</p> <p>E) a process that provides for the short listing of applicants;</p> <p>F) an interview process for applicants;</p> <p>G) an improved communications and recruitment process;</p> <p>H) clear and plain language descriptions of the role of the Advisory Committees, Boards and Commissions; and,</p> <p>I) clearer guidelines with respect to the disclosure of potential conflicts of interest by appointed Advisory Committee members;</p>	City Clerk	
January 26, 2016 6/4/CSC (AS AMENDED)	That the Governance Working Group BE REQUESTED to review and recommend the necessary changes to procedural processes for including a public question session/period at Municipal Council meetings, including reviewing the best practices of those municipalities who currently provide for public question sessions/periods, for the consideration of the Standing Committee.	City Clerk	

GOVERNANCE WORKING GROUP DEFERRED LIST AS OF MAY 16, 2016

March 1, 2016 6a/10/SPPC	That the Civic Administration BE REQUESTED to review the current Standing Committee mandates and report back to the Governance Working Group (GWG) with recommendations on how efficiencies might be obtained with respect to Agenda management.	City Clerk	
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