

**6TH REPORT OF THE**  
**GOVERNANCE WORKING GROUP**

Meeting held on November 13, 2017, commencing at 1:31 PM, in Committee Room #4, Second Floor, London City Hall.

**PRESENT:** Councillor V. Ridley (Chair) and Councillors J. Morgan, M. Cassidy, J. Helmer and P. Squire; and C. Saunders (Secretary).

**ABSENT:** Mayor M. Brown and Councillor M. van Holst.

**ALSO PRESENT:** M. Hayward, K. Dawtrey, M. Marcellin, K. Pawelec, J. Smout, R. Wilcox and G. Zhang.

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**I. CALL TO ORDER**

1. Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

**II. CONSENT ITEMS**

2. 4th Report of the Governance Working Group

That the 4th Report of the Governance Working Group, from its meeting held on August 21, 2017, BE RECEIVED.

3. 5th Report of the Governance Working Group

That the 5th Report of the Governance Working Group, from its meeting held on September 7, 2017, BE RECEIVED.

**III. ITEMS FOR DISCUSSION**

4. Council Policy Manual Modernization Framework

That, on the recommendation of the City Manager, the following actions be taken with respect to the Council Policy Manual Modernization:

- a) the framework for modernizing the Council Policy Manual, as detailed in the staff report dated November 13, 2017, BE ENDORSED;
- b) the attached timeframe for implementing the framework referenced in a), above, BE APPROVED; and,
- c) the proposed by-law appended to the staff report dated November 13, 2017 as Appendix 'A' BE INTRODUCED at the Municipal Council Meeting to be held on November 28, 2017 to adopt a new Council policy entitled "Policy for the Establishment and Maintenance of Council Policies".

5. Notice of Motion and Emergent Motions

That the following actions be taken with respect to potential amendments to the Council Procedure By-law:

- a) the communication dated November 6, 2017, from Councillor J. Morgan, BE RECEIVED; and
- b) the City Clerk BE DIRECTED to report back to the Governance Working Group with respect to proposed amendments to the Council Procedure By-law that would provide additional clarification with respect to the definitions and processes associated with the following:
  - i) Notice of Motions;
  - ii) Emergent Motions; and
  - iii) Additional Business at Standing Committee meetings.

**IV. NEXT MEETING DATE**

6. Schedule for Upcoming Meetings

That IT BE NOTED that the City Clerk will work with the Governance Working Group to determine an appropriate meeting schedule noting, that meetings are to be held once per month, beginning January 2018.

**V. ADJOURNMENT**

The meeting adjourned at 1:55 PM.



# Next Step: Modernize

## Recommended Framework

Stage 1: Establish Procedures (Nov)

Stage 2: Evaluate Policies (Nov-Feb)

Stage 3: Review and Update Policies (Feb-May)

Stage 4: Identify Policy Gaps (May)

Stage 5: Communicate Policies (June)