

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON NOVEMBER 13, 2018
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT:	ADVISORY COMMITTEE REVIEW – INTERIM REPORT

RECOMMENDATION

That, on the recommendation of the City Clerk, the following actions be taken with respect to the recruitment and appointment of Advisory Committee members for the up-coming term:

- a) the recruitment for voting members under the current Advisory Committee terms of reference, for each existing committee, BE UNDERTAKEN; and,
- b) the appointments for the above-noted recruitment BE LIMITED to a term from March 1, 2019 to February 28, 2021.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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- Finance and Administrative Services Committee – February 27, 2012
- Strategic Priorities and Policy Committee – December 16, 2013
- Strategic Priorities and Policy Committee – March 17, 2014
- Civic Works Committee – June 19, 2018

BACKGROUND

In accordance with the Council Policy, “General Policy for Advisory Committees”, the City Clerk’s Office endeavours to maintain terms of reference for all Advisory Committees in accordance with legislation (where applicable), current issues and in accordance with the direction of Municipal Council. . The Clerk’s Office has also been tasked with undertaking a comprehensive review of all Advisory Committees. The purpose of this report is to provide an interim update on the comprehensive review.

Research and analysis for the comprehensive review is ongoing, although a great deal of the review has has been completed. Some of this has been supplemented by recommendations from Advisory Committees with respect to various related matters, primarily Terms of Reference change recommendations.

A critical part of the comprehensive review that as of yet has not been completed is meaningful consultation with the Advisory Committees and their members. The importance of this consultation on the final staff recommendations cannot be understated and as such, the following interim recommendations are presented for consideration.

Proposed recommendation 1:

Proceed with the recruitment for voting members under the current Advisory Committee terms of reference, for each existing committee.

Rationale:

The current Advisory Committee term expires on February 28, 2019. In order for applications to be sought, received and then considered by the Striking Committee for a recommendation in advance of the conclusion of the current term, the recruitment cannot

be delayed.

Proposed recommendation 2:

The recruitment noted in recommendation 1, above, be for an appointment term of March 1, 2019 to February 28, 2021.

Rationale:

The abbreviated term will allow for changes to membership(s), if required, at the conclusion of the review. The shortened term may also serve to provide new people with an opportunity to serve on the Advisory Committees, as interest may increase based on the shorter time commitment. At the conclusion of the two-year term and the completion of the review, there may be opportunities to extend appointments rather than complete an additional recruitment.

Proposed recommendation 3:

That no action be taken at this time, related to the recruitment of non-voting and/or resource members.

Rationale:

Non-voting/resource members can be invited to attend any meeting of the Advisory Committees, by the members, and need not necessarily be appointed by Council. Current resource members may be asked to continue to attend on a regular basis, at the discretion of the Advisory Committee. This will also assist to streamline processes, by removing unnecessary delays for replacement resources or revisions to required resources.

Additional Considerations:

The City Clerk's Office intends to host an afternoon and an evening "Advisory Committee Drop In" event in late November/early December, in order to provide an opportunity for the public to learn about the roles and work of Advisory Committees and to consult with respect to various potential improvements.

A number of recommendations related to Advisory Committees came forward from the Diverse Voices for Change project. While there has been some research and consideration of these by staff, there has not yet been the opportunity to engage about how these matters may be operationalized. These include: childcare, flexible meeting times, training and mentorship, etc.

Traditionally, the promotion of Advisory Committee membership applications was advertised in the newspaper, and on the City of London website. In order to encourage applications from a wider cross-section of the London population, current Advisory Committee members will be specifically asked to share the recruitment information through their contacts. In addition, it is hoped that social media may invite additional interest also.

FINANCIAL IMPACT

N/A – at this time.

CONCLUSION

Although the comprehensive review is incomplete at this time, these interim measures will allow the work of the Advisory Committees to continue and allow for the recruitment process to be undertaken in advance of the conclusion of the current term.

PREPARED BY:	CONCURRED BY:
Barb Westlake-Power Deputy City Clerk	Michael Schulthess Manager, Legislative Services
RECOMMENDED BY:	
Cathy Saunders City Clerk	