

<b>TO:</b>	<b>CHAIR AND MEMBERS FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING ON OCTOBER 15, 2012</b>
<b>FROM:</b>	<b>CATHY SAUNDERS CITY CLERK</b>
<b>SUBJECT:</b>	<b>REPEAL AND REPLACEMENT OF BY-LAW NO. A-41 COUNCIL PROCEDURE BY-LAW</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the City Clerk, the attached proposed by-law (Appendix "A") **BE INTRODUCED** at the Municipal Council meeting on October 30, 2012 for the purpose of repealing and replacing By-law No. A-41, the Council Procedure By-law, with a new Council Procedure By-law to take effect on December 1, 2012, to implement a slightly modified standing committee structure and minor housekeeping changes, for the purpose of clarification.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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Agenda Item #2 Strategic Priorities and Policy Committee – September 17, 2012

<b>BACKGROUND</b>
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Municipal Council, at its meeting held on September 18, 2012 adopted the following recommendation with respect to the implementation of a modified standing committee structure.

"That, on the recommendation of the City Clerk, with the concurrence of the Senior Leadership Team, the following actions be taken with respect to the City of London's governance model and the 2013 Annual Meeting Schedule:

- a) the attached governance model (Appendix "A") **BE APPROVED** for implementation on December 1, 2012;
- b) subject to the approval of a), above, the attached proposed mandates of the standing committees (Appendix "B") **BE APPROVED**;
- c) subject to a) and b), above, the attached proposed reporting relationships (Appendix "C") for the Municipal Council's committees **BE APPROVED**; it being noted that the City Clerk was requested to determine if a portion of an advisory committee report could be directed to a Standing Committee which an advisory committee does not normally report through;
- d) subject to a), above, the attached proposed Annual Meeting Schedule for the period December 1, 2012 to December 31, 2013 Appendix "D") **BE APPROVED**; it being noted that future refinement to the timing of meetings may be possible as a result of the implementation of the video streaming of meetings and delegation of Council authority to staff on certain matters, as recommended in h), below;
- e) a regular cycle **BE ESTABLISHED** for Boards and Commissions to appear before their relevant Standing Committee, in order for the Municipal Council to maintain ongoing communication with those organizations;
- f) subject to a) and b), above, the City Clerk **BE DIRECTED** to bring forward the necessary by-laws to implement the changes noted above;
- g) the Civic Administration **BE AUTHORIZED** to take any other actions necessary to implement the changes noted above, including posting the Annual Meeting Schedule on the City of London's website;
- h) the Senior Leadership Team **BE DIRECTED** to report back with a list of routine matters that Council may wish to consider delegating its authority for to staff as a means of streamlining agendas by focusing Standing Committee and Council agendas on matters that are best dealt with by the Municipal Council;

- i) the City Clerk, in consultation with the Director of Corporate Communications, **BE DIRECTED** to develop a process which would result in the exclusion of information only items from public Standing Committee and Council agendas, unless they are required to be there due to Council direction, legislative/statutory requirements or at the direction of the Senior Leadership Team, and make them accessible to the Members of Council, staff and the public by other means, such as a repository for those items on the City's website and/or other reasonable means of distribution;

it being noted that the Strategic Priorities and Policy Committee (SPPC) heard a received a verbal overview of the proposed recommendations from the City Clerk and received the ~~attached~~ presentation from the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, regarding the future annual process for service review, which has evolved from the current service review process.”

The key foundation piece to implement the recommendations is the enactment of a new Council Procedure By-law. Attached as Appendix “A” is a proposed new Council Procedure By-law for enactment at the October 30, 2012, Council meeting, with an effective date concurrent with the new Council year commencing December 1, 2012.

The following is a brief summary of the key proposed changes:

- (a) amalgamation of the Public Safety Committee with the Community and Protective Services Committee;
- (b) renaming of the Finance and Administrative Services Committee to the Corporate Services Committee;
- (c) modification of all standing committee mandates to clarify the roles of each committee; and,
- (d) changes in meeting dates and times of standing committees which reflect the direction of Council.

<b>RECOMMENDED BY:</b>
<b>CATHY SAUNDERS CITY CLERK</b>