



TO:	CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON MARCH 18, 2013
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT:	CITY OF LONDON AND LONDON DISTRICT CATHOLIC SCHOOL BOARD LIAISON COMMITTEE

RECOMMENDATION

That, on the recommendation of the City Clerk, the attached proposed Terms of Reference (Appendix "A") to establish City of London and London District School Board Liaison Committee, **BE APPROVED.**

PREVIOUS REPORTS PERTINENT TO THIS MATTER

- Item #1 – Committee of the Whole, November 23, 2011
- Item #9 – Community Services Committee, October 22, 2012

BACKGROUND

At the October 30, 2012 meeting of Municipal Council, the following resolution was passed with respect to the establishment of a City of London and Thames Valley District School Board Liaison Committee:

“That, on the recommendation of the City Clerk, the proposed Terms of Reference, attached as Appendix “A”, to establish the City of London and Thames Valley District School Board Liaison Committee, BE APPROVED. “

Subsequent to the above-noted approval, the Civic Administration and the Administration of the London District Catholic School Board met to discuss the potential of establishing a similar Liaison Committee for the City of London and the London District Catholic School Board (LDCSB).

The Civic Administration prepared the attached proposed Terms of Reference (Appendix “A”) to establish the City of London and London District Catholic School Board Liaison Committee, for consideration. There are some minor differences between this Terms of Reference and the Terms of Reference for the City of London and Thames Valley District School Board Liaison Committee. The minor differences are as follows:

- clarification has been given that the Committee will not in any way interfere or supersede in the legislative responsibilities of either party.
- it is noted that in the event that either party is not supportive of a matter placed before the Committee, a recommendation regarding the matter would not be put forward from the Committee to the respective Council or Board.
- clarification has been given that in the event of a tie vote on any recommendation, the matter shall be deemed to have been decided in the negative and the recommendation would not be put forward to the respective Council or Board.

The proposed Terms of Reference was approved by the LDCSB at their meeting of February 25, 2013. The Civic Administration is now seeking Council approval of the proposed Terms of Reference.

PREPARED AND RECOMMENDED BY:
CATHY SAUNDERS CITY CLERK



APPENDIX “A”

Terms of Reference City of London and London District Catholic School Board Liaison Committee

Summary

The purpose of the City of London and London District Catholic School Board Liaison Committee (the “Committee”) is to provide a venue for strategic discussions between the City of London (the “City”) and the London District Catholic School Board (the “LDCSB”) on matters of common interest and emerging issues. The Committee will also provide an opportunity to share information, such as capital projects, the Child and Youth Network and infrastructure projects. The Committee will not in any way interfere or supersede in the legislative responsibilities of either party.

Membership and Quorum

The Committee shall be comprised of the four appointed Members of City Council (Mayor and three Members of Council) and four appointed Trustees of LDCSB (Chair of the Board and three Trustees). Quorum will be six members, consisting of a minimum of three members from the City and three from LDCSB. Members of LDCSB and City administrations will also be in attendance at the meetings.

Election of Chair

The Chair shall be selected by the Committee, with the Chair position rotating annually between the City and LDCSB.

Term

The term of the members shall be the term of Council and LDCSB.

Meeting Schedule

Meetings will be held semi-annually at the call of the Chair, with location of meetings being rotated between the City and LDCSB. Notice of meetings will be provided in writing four business days prior to the meeting.

Mandate

1. To better enable the City and the LDCSB to serve the London Community
2. To assist in addressing issues affecting governing bodies
3. To promote increased co-operation, synergies and efficiencies between the City and LDCSB
4. To explore areas of common interest
5. To better understand services, projects and initiatives
6. To increase and maintain regular communication

Reporting Mechanism

The members of the Committee will be responsible to report back to their respective appropriate Standing Committees.

Decision Making Process

Decisions regarding the Committee recommendations will be arrived at through consensus and if a vote is required, a majority from each participating body’s approval is required. If either party is not supportive of a matter placed before the Committee, a recommendation regarding the matter would not be put forward from the Committee to the respective Council or Board. Where there is a tie vote on any recommendation, it shall be deemed to have been decided in the negative and the recommendation would not be put forward to the respective Council or Board.

Agenda

The agenda will be developed and agreed upon by the City and LDCSB.

Resources

The Committee will be supported by the City Clerk of the City of London.