

TAC Evolution

- **Spring 2018**
 - Symptom: No approved 2018 Work Plan (WP) 4 months into the fiscal year
 - Root Cause: Terms of Reference & Work Plan issues. Lack of effective communication with Civic Works Committee & Civic Administration was obvious to new TAC members
- **Summer/Fall 2018**
 - New members advocated for the establishment of a Work Group whose sole focus would be improvement of the Work Plan process
 - Introduced the new WP process and a monthly reporting format utilizing the existing WP Template and a new Work In Progress (WIP) document
 - Improved lines of communication with Civic Works Committee & Civic Administration
 - Focused on alignment to Council Strategic Plans & Civic Admin Planning Process
 - WP Approved (but much too late for maximum effectiveness) so we began the 2019 WP process in the 4th quarter of 2018
 - Established the Advisory Committee (AC) Review Work Group
- **Spring 2019**
 - WP approved (earliest to date but further cycle time reductions required)
 - Report “**Effectiveness of Advisory Committees**” submitted to Council which referred same to Clerk as a key reference document for her ongoing AC Review
 - TAC recommendation to increase the “At Large” component of ACs is endorsed and expanded by the Clerk and approved by Council as a 2-year pilot for all ACs
- **Summer 2019**
 - Clerk implements “At Large” pilot program and new TAC members join the AC

TAC Evolution (Cont'd)

- **Fall 2019**
 - Began 2020 WP planning with a goal to further improve cycle time to approval via a more robust consultation process with Civic Works Committee
- **Spring 2020**
 - Work Plan Approved but COVID caused cessation of all AC activity
- **Winter 2020**
 - Following the COVID hiatus, began unofficial ZOOM meetings to: finalize the 2021 Work Plan; provide input to Clerk's AC Review Reports; and to advocate for re-establishment of virtual AC meetings ASAP.
- **January 2021**
 - 2021 WP Approved (optimum strategic alignment & cycle time achieved) with a focus on ensuring Leads for the 5 key Strategic Work Plan items proposed by TAC and endorsed by the Civic Works Committee
- **February 2021**
 - TAC was the 1st AC to re-establish monthly meetings (via ZOOM)

Recommendations:

1. TAC has completed its evolution into a model Advisory Committee and should therefore maintain its current TOR/Makeup and "At Large" pilot
2. Its progress should be evaluated concurrently with the proposed, but as yet untested, Community Engagement Panel pilot concept.