

The Corporation of the City of Kawartha Lakes

Council Report

Report Number CAO2016-001

Date: January 12, 2016
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier:

Subject: Department Committees of Council

Author/Title: Ron Taylor, CAO

Signature: 

Recommendation(s):

RESOLVED THAT Report CAO2016-001, **Department Committees of Council**, be received;

THAT no further action be taken to create department committees of Council at this time.

Department Head: _____

Corporate Services Director / Other: _____

Chief Administrative Officer: 

Background:

At the Council Meeting of March 3, 2015, Council adopted the following resolution:

Moved by Councillor Breadner, seconded by Councillor Junkin,
RESOLVED THAT staff review and present a report to Council by the end of June 2015 that analyzes the dissolution of all current advisory committees in their present form and create one advisory committee per City operating department; and
THAT the report also provide draft terms of reference to be used for each committee.

CARRIED CR2015-257

This report addresses that direction.

Rationale:

Council requested a review of Committees of Council in 2014 and made a decision to change the way advisory committees report and are accountable to Council. Starting for the fiscal year 2016, Advisory Committees of Council will be providing a work plan on a standard template for approval. Council will be able to see what Committees wish to accomplish during the year, and provide any amendments and directions to that work plan. Work plans will be presented to Council before year end. At the end of 2016, each Committee will present Council with an annual report. The purpose is to document committee achievement of targets and to be accountable to Council for results. This process will keep committees focused and maximize the time of volunteers and staff to achieve results for the municipality.

The municipal advisory committees take many forms. Generally they are formed to deal with specific tasks, projects or specific program areas. Several committees inform topics that are multi-departmental. There are also legislated committees that deal with specific legislated processes such as the Drainage Board.

Establishing department-focused committees is not recommended for the following reasons:

- There would be difficulty in attracting individuals as the scope of department programs and services is broad-based (specific or special interests may not be adequately addressed);
- Departments manage the prescribed service delivery and programming of the City – department-based committees would likely delve into operational issues, and volunteers should not be directing staff operational matters or establishing service levels on behalf of Council; and
- Council and staff are moving towards streamlining and reducing overall committees to maximize resources, achieve specified targets and objectives, and establish through Council-approved committees, clear work programs.

Council reduced the number of non-legislated advisory committees from 29 (at end of 2014) to 19 at the end of 2015. Council and staff continue to monitor the new Committee structure and process, and dissolution or changes to the current structure would be premature at this time. A previous report providing an analysis of Committees of Council is available for review.

Other Alternatives Considered:

Council could direct staff to establish terms of reference for department-based committees. This is not recommended.

Financial Considerations:

There are no financial considerations relating to this report.

Relationship of Recommendation(s) To Strategy Map:

This report does not directly impact or align with a specific Strategy Map topic.

Review of Accessibility Implications of Any Development or Policy:

N/A

Servicing Comments:

N/A

Consultations:

City Clerk

Attachments:

n/a

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Department Head:

Department File: