

2017 Council Orientation Plan

Recommendation:

That the 2017 City Council Orientation and Training Plan set out in Attachment 1 of the June 13, 2017, Office of the City Manager report CR_4428, be approved.

Report Summary

This report outlines Administration's plan for Council orientation and training after the 2017 General Election.

Report

Attachment 1 provides an orientation and training plan for City Council after the General Election in October 2017. In accordance with City Policy C530, Council Orientation and Training, modules have been designed to provide Members of Council with an overview of:

- their roles, responsibilities, and duties under the *Municipal Government Act*
- working relationships with Administration and the City's governance structure
- City bylaws, policies, strategic plans, status of City business, and current issues facing the City
- a framework to begin strategic planning in order to set direction, priorities, and corporate objectives for the term

The proposed plan also includes all topics that must be addressed in councillor orientation training, as set out in the second round of amendments (Bill 21) to the *Municipal Government Act* (refer to Attachment 2) The plan may need to be revised to include any other topics prescribed by upcoming regulations.

New for the 2017 Council Orientation Plan:

- Indigenous Awareness Training
- Gender-Based Analysis Plus
- A session on how the City fits into the larger regional system (i.e. relationships with the Capital Region Board, the Province, neighbouring municipalities, and other key stakeholders).

Training sessions for Councillors' Executive and Council Assistants will be held in late November, December, and January. The Office of the City Clerk will provide ongoing support in addition to the scheduled training sessions.

A 2017 post-election draft calendar for Council and Committee meetings is included in Attachment 3. Council will be asked to approve the calendar at the October 24, 2017, Inaugural City Council meeting.

At the first regular Committee meetings (Executive, Community and Public Services, Urban Planning), Administration will provide an overview of key projects and initiatives related to the respective Committee mandates.

Policy

City Policy C530 - Council Orientation and Training

Corporate Outcomes

This report supports the corporate outcome “Edmontonians are connected to the city in which they live, work and play” as orientation and training enhance Councillors’ knowledge for engaging with and representing their constituents.

Risk Assessment

Risk Element	Risk Description	Likelihood	Impact	Risk Score	Current Mitigations	Potential Future Mitigations
Corporate Governance Environment	A delay in approving the orientation schedule could negatively impact the scheduling of training sessions.	1	1	1	Preliminary scheduling with administration and external contacts	Councillors are surveyed to find improvements and sustain the relevance for returning Members of Council.

Metrics, Targets and Outcomes

Metrics	Targets	Outcomes
<ul style="list-style-type: none"> All members of Council complete orientation and training 	<ul style="list-style-type: none"> Not applicable 	<ul style="list-style-type: none"> Councillors are equipped to understand and oversee the City of Edmonton Administration has a clear understanding of the goals and priorities of the newly elected Council

Justification of Recommendation:

City Policy C530 directs that the City of Edmonton will provide Council orientation and training to elected Members of Council after every general municipal election and by-election. Pursuant to Policy C530, Administration must present a Council orientation and training plan to Council for approval before every general municipal election.

Attachments

1. 2017 City Council Orientation and Training Plan
2. City Council Orientation – Province of Alberta Requirements
3. 2017 Post-Election Schedule - Draft

Others Reviewing this Report

- T. Burge, Chief Financial Officer and Deputy City Manager, Financial and Corporate Services
- R. G. Klassen, Deputy City Manager, Regional and Economic Development
- A. Laughlin, Deputy City Manager, Integrated Infrastructure Services
- R. Smyth, Deputy City Manager, Citizen Services
- C. Campbell, Deputy City Manager, Communications and Engagement
- D. Jones, Deputy City Manager, City Operations