



COUNCIL SERVICES COMMITTEE REQUESTS THIRD QUARTER 2024 UPDATE

RECOMMENDATION

That the November 6, 2024, Office of the City Clerk report OCC02668, be received for information.

Report Purpose

Information only.

REPORT

At the September 15, 2023, Council Services Committee meeting, there was an in camera discussion about the recommendations presented in report OCC01933, Office of the Councillors Budget Review Task Force: Final Report. At the time, follow up items were captured in a private attachment.

Following a first update at the May 7, 2024, Council Services Committee meeting, which provided additional direction, the following table provides a summary of the work completed to date.

Overview of Actions Directed by Council Services Committee and Follow Up

| | Actions | Target Completion | Progress to Date |
|---|---|--------------------------|---|
| 1 | Consider how to include in the appropriate policy tool the ability for Elected Official to work from home and charge their home office expenses | Completed | An amendment to the Councillors Budget and Expenses Policy C618B has been included in the November 6, 2024, Office of the City Clerk report OCC02713 to enable Councillors to incur office expenses outside of City Hall. |
| 2 | Consider updates to Policy C608 Human Resources Management for Council Staff to include a hybrid working arrangement | Completed | Following review, no further updates are required to existing policies to enable Council staff to work from home as there are |

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| | | | existing structures in place. |
| 3 | Undertake a review and classification of current Councillors' Office staff positions, including considerations for additional classifications | Completed | Presented at the May 7, 2024, Council Services Committee meeting. |
| 4 | Explore how to create a centralized resource for Councillors and their staff to key corporate resources (e.g., infrastructure to support ward events) | Completed | A Google Site was launched August 14, 2024. An amendment to the Councillors Budget and Expenses Policy C618B to address this has been included in the November 6, 2024, Office of the City Clerk report OCC02713 to support Councillor access to common infrastructure to support ward events following direction from the May 7, 2024, Council Services Committee Meeting. |
| 5 | Consider how to ensure equity regarding ward mail-outs, and access to digital communications resources | Completed | An amendment to the Councillors Budget and Expenses Policy has been included in the November 6, 2024, Office of the City Clerk report OCC02713 following direction from the May 7, 2024 Council Services Committee Meeting. Attachment 1 details options explored to address this. |
| 6 | Update the previous Constituency Office Report from 2019 | Completed | On January 21, 2020, up to ten meeting room rental fees were waived for City community or recreation centres for Councillors and the Office of the Mayor. In October 2024, Administration amended the administrative guideline so that rental rooms would be applied at no cost for all City of Edmonton departments, including Councillors and the Office of the Mayor. |
| 7 | Explore options for providing greater flexibility and equitable access to | Q1 2025 | Work has begun to develop options for this action. It has also |

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| | removing barriers to participate in Councillor duties as per resources in Policy C618B Councillors Budget and Expenses | | been raised to the Independent Council Compensation Committee (ICCC). To ensure a holistic review a report will be provided Q1 2025 so it can include findings of the ICCC, if applicable. |
| 8 | Provide information on different approaches to donation requests from the public | Completed | Presented at the May 7, 2024, Council Services Committee meeting. |
| 9 | Explore policy changes to enable Councillors when traveling on behalf of the Corporation or one of the City of Edmonton corporations to be covered by resources outside the Common budget | Completed | An amendment to the Councillors Budget and Expenses Policy to address this has been included in the November 6, 2024, Office of the City Clerk report OCC02713. |
| 10 | That Administration present previous work regarding the ward boundary review at the next Council Services Committee meeting | Completed | Presented at December 8, 2023, Special Council Services Committee meeting. |

ATTACHMENT

1. Ward Mail Out Options