

History of Standing Committees

2010:

April 9, 2010 – Corporate Services Department 2010COC050 - Council Standing Committee Review

- This report was a result of a Governance review conducted by the City Auditor in 2007. The intent of the review was to align Council's governing authority with Council's Strategic Priorities, the City's Mission and Guiding Principles and advancing Council's Vision. Attachment 4 of the report contains sample committee structures including terms of reference for various committees.

2015 / 2016:

Framework for the Review of Council's Standing Committees, Agencies, Boards and Commissions

- This report responded to Council's direction to develop a framework for the review of agencies, boards, committees and commissions. The framework established the goals, methodology and timeline for completion (June 2017) and included options for timing and implementation of the findings of the review.

At the November 3, 2015, City Council meeting, the following motion was passed:

1. That Administration prepare amendments to Bylaw 12300, Procedures and Committees Bylaw, that renames two of Council's Standing Committees and achieves realignment of Civic departments/branches reporting through the following three of Council's Standing Committees, Executive, Transportation and Community Services.
2. That Administration prepare a report with a framework for a review of Council's Standing Committees, Agencies, Boards and Commissions including a timeframe for such a review and return to City Council in the 4th quarter of 2016/first quarter 2017.

On April 5, 2016, Office of the City Manager report CR_3098 Bylaw 17477 - Amendments to the Procedures and Committees Bylaw 12300, responded to Council's direction to implement a new reporting structure for Standing Committees.

- In this report, Administration presented amendments to Bylaw 12300 Procedures and Committees Bylaw, renaming and realigning committee

Attachment 1

mandates, and creating a mandate-style committee reporting structure that would have greater flexibility to accommodate organizational changes.

At the December 13, 2016, City Council meeting, under item 6.5 - Framework for the Review of Council's Standing Committees, Agencies, Boards and Commissions, the following motion was passed:

1. That the goals, methodology and timelines for the review of agencies, boards, committees and commissions, as outlined in the December 13, 2016, Office of the City Manager report CR_3099, be approved.

Administration was directed to proceed with a review of the Procedures and Committees Bylaw 12300 and provided updates to Council Services Committee at its January 23, March 20, May 8 and June 12, 2017 meetings.

2017

Administration completed its review of Bylaw 12300 and presented a final update to Council Services Committee at the June 12, 2017, Council Services Committee meeting, where the following motion was passed:

1. That Administration bring two draft Bylaws, one dealing with Procedural rules and the other setting out the establishment and functions of Council Committees, to the July 11, 2017, City Council meeting.

At the August 29, 2017, City Council meeting, Council passed Council Committees Bylaw 18155 and Council Procedures Bylaw 18156, replacing Procedures and Committees Bylaw 12300.

History of Audit Committee

February 28, 2007 - Office of the City Auditor conducted a City of Edmonton Governance Review

July 9, 2008 - Deloitte & Touche LLP – 2007 Audit Management Letter was presented to Council for information.

- **Intent for Including Public Members:**
 - The Letter recommended that with appropriate independent financial expertise on the Audit Committee, Council could avoid the risks associated with interpreting financial reports and statements.
- **Directions from Council:**
 - **July 9, 2008** City Council passed the following motion:
 1. That Administration, in conjunction with the Office of the City Auditor, provide a report to Executive Committee outlining:
 - i. Options for having two members of the public on the Audit Committee.
 - ii. Options for making the appointment of Members of Council on the Audit Committee for the term of Council.
 - iii. An overview of current practices and potential terms of reference for the Audit Committee.

March 11, 2009 Council passed Bylaw 15143 - Procedures and Committees Bylaw Amendment No. 15 – New Audit Committee Structure.

- Approving Audit Committee Membership Structure to include:
 - Two members of the public, at least one of whom holds a professional accounting designation.
- Approving
 - An Audit Committee Public Member Recruitment profile,
 - plus remuneration for the two Public Members.

May 27, 2009 Council appointed two Public Members to the Audit Committee effective June 1, 2009.

Other Examples

LRT Governance Board

In 2012, Edmonton's City Council created a new committee for the procurement decisions for the LRT project that would become the Valley Line LRT (February 29, 2012, Transportation Services report 2012TS9324), called the LRT Governance Board.

The mandate of the committee was to oversee the construction methods, budget, contracts and communication for LRT construction projects. The LRT Governance Board had authority to allocate funds from Council and other orders of government, and approve contracts and other agreements, such as land sales, on behalf of the City.

The mandate and duration of the LRT Governance Board were specific to the construction of the LRT. It met from December 2012 until April 2016.

The LRT Governance Board bylaw indicated the membership of the committee would be between four and six members. While established with six, for most of its meetings four or five members were present.

At Council's direction, all members of the LRT Governance Board were members of the public. Recruitment was based on finding management "expertise in finance, design, transportation planning or transportation/civil engineering." Council's intention was to create a committee of experts that could make decisions quickly, and would not be bound by agenda constraints of the existing Transportation and Infrastructure Committee.

Utility Advisor

In 2010, the Transportation and Public Works Committee, which was the committee that dealt with utility items at that time, directed Administration to "recruit a consultant who will provide advice and assistance to Council and Transportation and Public Works Committee for utilities costing."

A utilities advisor was hired and began providing advice on utility reports later in 2010. The person in the role is not a member of Administration or the relevant committee, and is not able to vote on any committee items.