Overarching Committee Policy

CITY OF VICTORIA

Background

- January 2017 Council direction given to staff to bring forward an overarching Policy to address Committees and Advisory Boards to Council.

- This will cover all groups who directly report to Council including the various planning oriented Committees all of whom are not delegated decision making authority but make recommendations to Council.

Background

- Terms of References for the various Advisory Bodies are not consistent, nor is there a clear operational mandate in many cases.

- These bodies are policy oriented groups

- There are no direct connections with the Council's strategic plan

Purpose

- a clear mandate

- a clear and focused operational approach

- a connection with Council's Strategic and Financial Plans

- appropriate staff support

- a clear reporting process to have the recommendations come forward to Council for consideration.

Recommended Approach

- Tighter link of Advisory Bodies focus to Council's Strategic Plan

- Begin with developing an Annual Work Plan to address the focus for the year.

- Identify resourcing requirements for required staff support to the annual work plan of the Committee.

- Recognize that Committee members are policy oriented.

- That Committees are established by Council and make recommendations only.

Next Steps

- Bring Forward the Draft Policy for Council's consideration.

- If approved, harmonize the Terms Of references with the new Policy where necessary

Recommendations

1. **That Council approve the Overarching Committee Policy**

2. **That staff review Terms of Reference for Advisory bodies to Council and recommend changes if needed to ensure consistency with the Overarching Policy**