

City Council Strategic Priorities

ISSUE

This report provides an updated version of a draft policy entitled *City Council Strategic Priority & Leadership Policy* for the Governance and Priorities Committee's (GPC) consideration in accordance with its instructions of October 21, 2019.

RECOMMENDATION

That the Governance and Priorities Committee recommend to City Council that it adopt the *City Council Strategic Priority & Leadership Initiative Policy* attached to this report as Appendix 2.

BACKGROUND

GPC considered a report from the City Solicitor, linked [here](#), at its public meeting held on October 21, 2019, and resolved as follows:

- “1. That the policy matter be referred back to the Administration for further review, and as part of the review, the Administration include review of the revisions proposed in Councillor Gough's foregoing motion as well as clarification with respect to the discussion on limitations and authority, timing of approval, budget, Councillor Assistants' time allocation to project, communications standards, potential for an Administrative vetting process to ensure alignment with City's strategic direction, retroactive applications, and segregation with Communication and Constituency Relations Allowance; and
2. That a report be forwarded to City Council recommending Councillors Loewen and Gersher be approved for up to \$4,350 from the Strategic Priority Fund for the project as presented and report back in writing to the Governance and Priorities Committee following the event outlining the results of the engagement.”

For ease of reference, an excerpt of the October 21, 2019 GPC minutes outlining Councillor Gough's motion is attached to this report as Appendix 1.

DISCUSSION/ANALYSIS

In accordance with GPC's instructions, we are pleased to provide an updated version of the *City Council Strategic Priority & Leadership Initiative Policy*, which is attached to this report as Appendix 2 for GPC's consideration. This version of the Policy incorporates the various comments heard by the Administration, and resolved by GPC at its October 21, 2019 meeting by:

- More clearly outlining the role and authority of Council Member Leads.

- More clearly outlining that Council Member Leads may not direct City staff unless City Council has approved a project and only if the City Manager or their delegate has provided their permission. This paragraph of the Policy would also apply to the Councillor Assistants.
- More clearly outlining the reporting and approval process for projects.
- Clarification of communication standards to be followed by the Council Member Leads undertaking engagement.
- Further clarifying the process to access the Strategic Priority Fund, including the addition of further detail in the application form (i.e. a blank in the form to include a detailed budget for the project).
- Further clarification of how the Strategic Priority Fund is distinctive from the Communications and Constituency Relations Allowance.

Councillor Assistants' Time

A specific limit on Councillor Assistants' time was not placed in the Policy to allow for some flexibility. It is intended that use of Councillor Assistants' time would be covered by section 6 of the Policy. The City Clerk can assess the Councillor Assistants' work load and make appropriate direction.

Retroactive Applications to the Strategic Priority Fund

Retroactive applications will not be permitted upon final passage of the Policy. Allowing for retroactive applications in the Policy seems contradictory to the intention that Council Member Leads are spokespersons for Council and that the projects must be approved by City Council.

However, since the Policy is only being brought forward now, Council members who undertook projects that would have fit under this Policy during this term of Council, and prior to passage of the Policy, may apply to Council to be reimbursed for any expenditures using the attached application form. City Council could approve these applications outside of the Policy in the same manner as the request made by Councillor Gersher and Councillor Loewen at the October 21, 2019 GPC meeting.

IMPLICATIONS

There are no financial, social, legal or environmental implications identified.

NEXT STEPS

If the *City Council Strategic Priority & Leadership Initiative Policy* meets with GPC's approval, it must be sent to City Council for final adoption. If the Policy is adopted, the City Clerk's Office would undertake the necessary steps for its implementation.

APPENDICES

1. Excerpt of Minutes – Governance and Priorities Committee – October 21, 2019
2. Draft *City Council Strategic Priority & Leadership Initiative Policy*

Report Approval

Written & Approved by: Cindy Yelland, City Solicitor
Reviewed by: Joanne Sproule, City Clerk
Jeff Jorgenson, City Manager

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