

Advisory Committees of Council Policy Review

July 5, 2021 – Committee of the Whole

A collaborative approach

- Policies were reviewed based on feedback from committee members, City Council and staff who administer committees
- Several new sections and policy changes were made as a result of the feedback received
- The proposed changes all stem from member and staff feedback

Proposed changes

- Chair approval of agendas.
- Chair's presenting to City Council alongside staff (not as delegates).
- Mandatory once-per-term reporting and annual discretionary reporting from advisory committees.
- Sub-committees/working groups required to comply with all open meeting provisions of the Municipal Act and Procedural By-law.
- Optional development of advisory committee workplans.
- Priority for appointments be given to applicants from equity seeking groups.

Training

- We heard from committee members and staff that more training is needed.
- Beginning in the third quarter of 2021, City Clerk's Office staff will roll out an updated training program for committee members and staff that includes sessions on roles/responsibilities, meeting procedures, the City's governance framework, minute taking, agenda production and more.

Appoint of elected officials to advisory committees

- Committee members asked that members of City Council be appointed to advisory committees

Staff do not recommend that elected officials sit on advisory committees

- Appointing elected officials to advisory committees may diminish the skill-based advice that committees provide to City Council
- Skill-based committees comprised of community members, operating in accordance with Council-approved terms of reference, amplify the voices and expertise of community volunteers
- Appointing elected officials to serve on 20+ committees would add significantly to the workload of councillors
- All committee meetings are open to the public and councillors to attend

Questions?

Taken together, these policy changes ensure that Guelph's advisory committee governance structure is accountable, transparent and responsive.