



Executive Committee Meeting

Governance Review Outline

| July 22, 2013



Governance Review - Task

**Based on your recommendation on June 25, 2013
Regional Council passed the following motion:**

- **That the Executive Committee, supported by staff, is directed to undertake a review of Council's governance & committee structure and the TOR of Standing Committees to ensure the structure supports Council's priorities.**
- **To be completed by June 30, 2014 for submission to Council**

In discussion, RC also wished to include in the review the number/nature of external committees Council members are requested to serve on.



Governance Review - Structure

- **Sponsors – to ensure project is carried out in accordance with the will of Council**
 - Mayor (Chair of Executive and Regional Council)
 - A/Director of Legal Services (Martin Ward) on behalf of the CAO
- **Project Review/Recommending Body- to set project objectives, review project outcomes and make recommendations to Regional Council**
 - Executive Standing Committee
- **Staff Resources – to support the objectives of the project and provide staff input and recommendations to ESC for consideration**
 - Staff Project Manager – Chris Bryant, GREA – leads staff effort to support the review
 - Mayor’s Office – ensure consultation with members of Regional Council
 - Office of the Municipal Clerk – provide the background to current structure and advise on proposed changes
 - Legal Services – ensure Council legislative responsibilities are met in any proposed revisions
 - Other staff as required



Governance Review - Timing

- **Proposed Benchmarks**

- Draft Project Charter for approval by ESC (Sept 23 meeting)
- Review of AO 1- Procedures of Council to identify any gaps, issues and opportunities (Fall 2013)
- Review of current Standing Committee structure to identify any gaps, issues and opportunities (Fall)
- Review of Regional Council members on External Boards & Committees to identify any gaps, issues and opportunities (Fall)
- Initial recommendations and discussion with ESC (Ongoing)
- Recommendations and Implementation Plan to Regional Council (by April 2014)
- Regional Council decision on recommendations (by end of June 2014)



Governance Review - Needs

- **Considerations**

For a good review and useful final recommendations we will need:

- Consultation with **all** members of Regional Council and key Stakeholders
- Regular communication with the Executive Standing Committee on the issues and opportunities identified during the review process
- Clear direction from the Executive Standing Committee as to the direction to be taken in the review and recommendations
- Time on the agenda of the monthly meetings of the Executive Standing Committee, commencing in September 2013 with review of the Proposed Project Charter.



Discussion

- **Comments on this brief outline?**
- **Discussion** – Before the team heads off to prepare material for September, *“What is the problem we are trying to solve here?”*
- **Next** - We will return in September with a project charter and more details.