

January 30, 2007

To: Executive Committee**From:** City Clerk**Subject:** **City Clerk's Impact Statement** – Proposed Advisory Bodies and Working Committees – Executive Committee Agenda Item 1**Proposal set out in Mayor Miller's Report:**

The Mayor's report proposes the re-establishment of 19 public advisory and working committees, to which the City Clerk provides meeting management support to 12 of them. The list of those 12 bodies is attached as Appendix A. In addition, the Mayor's report proposes the referral of a further 10 bodies to the Mayor or Standing Committees to determine future requirements, and anticipates that the Standing Committees and Executive Committee will, in the future, propose any necessary advisory bodies and other committees they will need to supplement their work. It is also anticipated that member appointment services will be required from the City Clerk's Office for all bodies and working committees being re-established.

Cost of Provision of Meeting Support and Member Appointment Services:

At present, there is no financial impact on the City Clerk's Office as a result of the recommendations in the Mayor's report. The City Clerk's Office can support the 12 committees with existing resources.

Compliance with Section 27-130(B)(2) of Chapter 27 of the Municipal Code, Council Procedures

The table below sets out whether the Mayor's proposals satisfy Section 130(B)(2) of Council's Procedures By-law. As the Committees proposed by the Mayor are being re-established under their present Terms of Reference, for the Council term, and funds are available in existing budgets and resources, the Mayor's proposals satisfy Section 27-130(B)(2) of Council's Procedures By-law.

| Compliance with Section 130(B)(2) of Chapter 27 of the Municipal Code, Council Procedures | | |
|------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------|
| Terms of Reference submitted to City Council setting out: | | |
| ✓ the matters to be dealt with | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| ✓ a reporting date and a sunset date, beyond which Council approval is required for its continuation | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| ✓ the membership | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------|
| ✓ the standing committee to which the body shall report to | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| ✓ the reason why the work cannot be undertaken by an existing standing committee | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| ✓ identification of staff and other resources required to support the body, and a determination that they are available within existing resources | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

City Clerk’s Recommendation regarding Meeting and Appointment Services Support:

As noted, there is no present financial impact on the City Clerk’s Office as a result of the recommendations in the Mayor’s report. However, the continued impacts arising from the new City of Toronto Act, recently proclaimed amendments to the Planning Act affecting statutory notice and the proposed delegation of transactional matters to Community Councils, may affect the City Clerk’s ability to provide meeting management and appointment services support to any new public advisory bodies or working committees in the future. In addition, the creation of new committees will increase the demand for proper committee meeting space at City Hall, where available meeting space is currently very limited.

In accordance with Section 27-130 B.(2)(f) of Council’s Procedures By-law, the City Clerk must issue an impact statement identifying the staff and other resources needed to provide meeting and appointment services support and that those resources are available within established budgets for any future Committees or Public Advisory Bodies. In addition, the City Clerk’s Office is not required to provide meeting management support to those bodies or sub-committees which have not complied with Council’s Procedures by-law in this regard. I will be monitoring any new proposal for the establishment of a working committee or public advisory body, which would require meeting management support services from the City Clerk’s Office and will advise Council, through the Clerk’s Impact Statement, whether the City Clerk’s Office can provide meeting and appointment services support or whether increased resources are required.

Ulli S. Watkiss
City Clerk

Attachment: Appendix A – Advisory Bodies and Working Committees recommended for re-establishment in the new structure for which the City Clerk’s Office provides meeting services support.

Appendix A
Advisory Bodies and Working Committees
recommended for re-establishment in the new structure
for which the City Clerk's Office provides meeting services support.

Aboriginal Affairs Committee
Community Partnership and Investment Program Appeals Sub-Committee
Disability Issues Committee
Film Board
Mayor's Economic Competitiveness Advisory Committee
e-City Committee
Advisory Committee on Homes for the Aged
Integrated Children's Services Advisory Committee
Youth Strategy Panel
Task Force to Bring Back the Don
Toronto Cycling Advisory Committee
Toronto Pedestrian Committee