
City Council**Notice of Motion**

MM11.16	ACTION			Ward:All
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Transparency and accountability of daily expenses incurred by Members of Council for conferences, seminars and business travel - by Councillor Rob Ford, seconded by Councillor Stephen Holyday

** Notice of this Motion has been given.*

** This Motion is subject to referral to the Executive Committee. A two-thirds vote is required to waive referral.*

Recommendations

Councillor Rob Ford, seconded by Councillor Stephen Holyday, recommends that:

1. City Council amend the Constituency Services and Office Budget Policy by:
 - a. deleting the \$100 per diem for Council Member travel for conferences, seminars and business trips and instead allowing Council Members to claim up to \$100 per day (US\$100 for travel outside Canada) for meals, personal telephone calls, entertainment and other personal expenses, based on the provision of actual receipts; and
 - b. making alcohol an ineligible expense for personal meals for conferences, seminars and business travel, consistent with the policy for Business Meal Allowance.

Summary

In July, 2012, City Council adopted changes to the Constituency Services and Office Budget Policy. Under the Policy in the "Travel – Conferences, Seminars and Business Trips" category, per diem is an eligible expense and that "\$100 per diem to cover meals, personal telephone calls, entertainment and other personal expenses. For travel outside of Canada, the per diem will be in U.S. dollars. No receipts are required. The number of days claimed will be the same as the number associated with the conference/seminar or business trip in question, including the day of departure and return."

The ability of Members of Council to claim a per diem for conferences, seminars and business trips without the provision of supporting receipts is contradictory to the remainder of the Constituency Services and Office Budget Policy, which requires all payment of expenses to be based on the provision of actual receipts or invoices.

While Members of Council should be permitted to continue to claim up to \$100 per day (US\$100 per day for travel outside of Canada) for personal expenses for conferences, seminars

and business trips, the Constituency Services and Office Budget Policy should be amended so that all personal expenses must be paid based on the provision of actual receipts. This will provide greater transparency and accountability of Member personal daily expenses related to their travel.

In addition, in order to be consistent with the policy for Business Meal Allowance expenses, the Constituency Services and Office Budget policy should be further amended so that alcohol for personal meals while attending conferences, seminars and business travel should be an ineligible expense. Alcohol will continue to be eligible as part of hospitality expenses where Members of Council are meeting with third parties.

The change will apply to all travel, whether funded from the Constituency Services and Office Budget, or from the Council Business Travel Budget.

Background Information (City Council)

Member Motion MM11.16