

Toronto Parking Authority Board Briefing: Relationship Framework Development

September 29, 2021





Agenda

- ❑ Overview of City of Toronto Relationship Frameworks
- ❑ Toronto Parking Authority Relationship Framework
 - ❑ Context
 - ❑ Authority
 - ❑ Review and Approvals Process
 - ❑ Current Status and Next Steps
- ❑ Questions and Discussions



Overview of a Relationship Framework

Purpose of a Relationship Framework

The Relationship Framework is a standard instrument by which City Council sets out the relationship between the Board and the City of Toronto to:

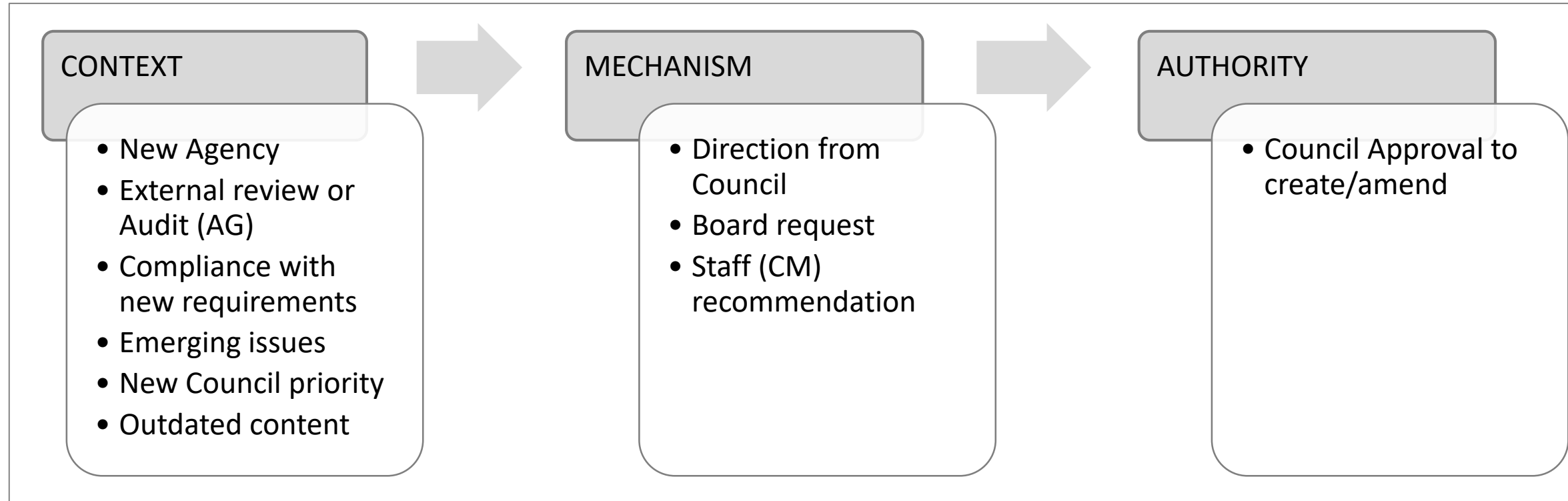
- Set out the purpose for which City Council established the Agency
- Recognize the Board's authority to manage the business and affairs of the Agency
- Set out the conditions that promote an effective and collaborative relationship between the City and the Board
- Articulate the Board's mandate, Council's delegations of authority, expectations, and requirements for the Board
- Set out the responsibilities and obligations of the Board, and identify the types and levels of support provided by the City to the Board
- Consolidate and inform the Board, the Toronto Public Service, and the residents of Toronto of Council's directions on matters such as governance, transparency and accountability
- Consolidate information from a variety of sources, including applicable legislation, the Municipal Code and City policy, in one document
- Sets out key operating principles of the Board, reporting requirements, legislative and policy framework (e.g. annual budgets, annual reports, financial statements, strategic plans).

Contents of the Relationship Framework

TABLE OF CONTENTS

1. PREAMBLE
2. INTERPRETATION
3. RATIONALE FOR ESTABLISHING THE CITY BOARD
4. LEGISLATIVE FRAMEWORK, MANDATE AND CITY'S STRATEGIC OBJECTIVES FOR THE BOARD
5. OPERATING PRINCIPLES
6. POLICIES AND BY-LAWS
7. BOARD STRUCTURE, TERMS OF APPOINTMENT, REMUNERATION AND MEETINGS
8. CORPORATE SUPPORTS
9. ACCOUNTABILITY AND TRANSPARENCY (INTEGRITY COMMISSIONER, AUDITOR GENERAL, OMBUDSMAN, LOBBYIST REGISTRAR AND CLOSED MEETING INVESTIGATOR)
10. ACCESS TO RECORDS
11. CITY LIAISONS
12. FINANCIAL MANAGEMENT, BUDGETING AND REPORTING
13. BUSINESS PLANNING
14. CONFLICT PROVISIONS
15. AMENDMENTS
16. MILESTONE CITY COUNCIL DECISIONS

Preconditions for Relationship Framework Creation or Amendment



Creation, Review and Approval Process

RESEARCH & REVIEW

- Scope areas of change
- Review past Council decisions
- Review relevant legislation
- Conduct jurisdictional scan (as appropriate)
- Conduct literature review (as appropriate)
- Review other City Relationship Frameworks

DRAFT & CONSULT

- Draft text
- Consult internally (senior management, program areas, and Agency Staff & Board Chair ,finance and accounting, legal)
- Consult with Agency staff
- Legal review
- Brief senior management, Agency executives and Board (others as required)
- Finalize text based on consultations

SEEK APPROVAL

- Develop report to Council
- Council approval
- Forward to Agency and post to City /Agency website



TPA Relationship Framework

Toronto Parking Authority Context

Key City Council Decisions regarding TPA governance:

- [Item 2019 EX1.2](#) Toronto Parking Authority Governance (January 30, 2019):
 - City Council requested the Board of Directors of the Toronto Parking Authority to develop a governance and procedural policy, which addresses among other items the governance roles and duties of Board members, the Chair, and the Toronto Parking Authority President.
 - The Relationship Framework will address the requirement for a TPA-City governance framework.
- [Item 2021 EX22.11](#) Procedures By-law for the Board of Directors of Toronto Parking Authority (April 27, 2021) approved by the Board and City Council.
 - Addressed the Board's procedural requirements in Item 2019 EX1.2.
- It is acknowledged that there are other program / operational policy initiatives and discussions underway between TPA and City Divisions; for example, the net revenue sharing agreement and discussions about TPA's parking management business and City assets. The Relationship Framework would reflect, or later be amended by, any governance outcomes of discussions between the TPA and City and approved by City Council.

Authority

- The Toronto Parking Authority is a City Board and Agent of the City under the City of Toronto Act, 2006.
- Chapter 179, Parking Authority, of the Toronto Municipal Code governing the mandate of the Toronto Parking Authority was adopted by Toronto City Council on February 6, 1998 and By-law 28-1998.
- The Council of the City of Toronto wishes to articulate principles of governance related to the Toronto Parking Authority.
- The City has engaged the Toronto Parking Authority and stakeholders in discussions about its role and its relationship to the City.
- Toronto City Council directed that the mandate, authorities and responsibilities delegated to City agencies be exercised and undertaken according to the principles and objectives set out in the Relationship Framework.

Current Status and Next Steps

- Mature draft of the TPA Relationship Framework (as at September 2021)
- Internal CMO Review pending consultations
- Consultations with key stakeholders:
 - Corporate Real Estate (CREM)
 - Transportation Services Division
 - TPA Staff (provided substantive feedback)
 - Legal Services (provided substantive feedback)
- Draft being finalized based on stakeholder feedback
- Next steps:
 - Finalize the RF
 - Return to the Board Q4 2021
 - Report out to Committee and Council Q1 2022.



Questions & Discussion