

Date: 2021-01-18

Subject: **Standing Committee Structure Update**

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Report Number: Legislative Services-2020-200

Recommendations:

1. That the report titled: Standing Committee Structure Update, to the Governance and Council Operations Committee meeting of January 18, 2021, be received; and
2. That the Governance and Council Operations Committee approve one of the three options outlined in this report.

Overview:

- **Council established its Standing Committee structure at the start of the current term, by establishing a Committee of Council and Planning and Development Committee.**
- **With recent changes in 2020 to the organizational structure of the Corporation, it is appropriate to consider updating the Standing Committees functional responsibilities to align with the departmental structure of the City.**

Background:

The Standing Committee governance structure is defined in the Council Procedure By-law and approved by Council at the start of each Council term. The current Standing Committee structure includes two (2) Standing Committees:

- Committee of Council, with the following sections:
 - Economic Development and Culture Section
 - Corporate Services Section
 - Public Works and Engineering Section
 - Community Services Section
- Planning and Development Committee

A municipal council's governance structure does not always have to match the corporate administration structure, as organizational structures may evolve and change over time. However, some alignment between the governance structure and organizational structure can help the corporate administration drive Council term priorities.

The Chief Administrative Officer implemented a new organizational structure in May 2020. This report provides three options for the Governance and Council Operations Committee to consider regarding the alignment of Council's Standing Committee structure with the current corporate administration.

Current Situation:

Committee may approve one of the following three options:

Option 1

Committee may determine that the status quo is operating sufficiently and meeting the goals and expectations of Council. In this instance, no action is required and the existing Standing Committee governance structure will be maintained.

Option 2

Committee may determine that a re-alignment of the existing Standing Committee governance structure is required to better reflect the new corporate administration structure.

The table below highlights the current Standing Committee functional mandates as compared with the new organizational structure. The proposed Standing Committee structure updates represents greater alignment between the City's governance and administration.

The most significant change is the relocating of the Economic Development and Culture Section of Committee of Council. The Economic Development portion of the existing Economic Development and Culture Section is relocated to a newly named Planning and Economic Development Committee. This change will assist in the streamlining of Committee of Council meetings while ensuring Economic Development reporting maintains its existing profile at meetings of Council.

The Culture portion of the existing Economic Development and Culture Section is relocated to the Corporate Support Services section to better reflect the recent reorganization of the Strategic Communications, Culture and Events division.

In addition, Brampton Transit is relocated to the Public Works and Engineering section from the Community Services section to align transit infrastructure project reporting with the broader community infrastructure portfolio.

Standing Committee Definition from Procedure By-law 160-2004, as amended (Section 2.5)	New Corporate Administration Structure as of May 2020	Proposed Standing Committee Structure Updates
<p>1) Committee of Council, which shall be divided into four sections, each with a Member of Council appointed as Chair and as Vice-Chair(s), and each section to consider and make recommendations to Council for those matters identified:</p> <p>Community Services Section – matters within the jurisdiction of the City's Community Services Department, including recreation services, transit services, fire services, as well as Service Brampton and corporate buildings, property services and real estate;</p> <p>Corporate Services Section – matters related to services to the Corporation, including finance, administration, information technology, human resources, legal services, corporate operations, public relations and corporate communications; and also matters related to the enforcement of by-laws and municipal licensing matters;</p> <p>Economic Development and Culture Section – matters related to economic development, including tourism, film, arts and culture, Small Business Enterprise Centre, competitive policy and business research, and advancing the City's economic development priorities;</p> <p>Public Works and Engineering Section – matters within the</p>	<p>Chief Administrative Officer</p> <ul style="list-style-type: none"> - Office of the CAO - Corporate Projects - Public Affairs - Diversity & Inclusion - Corporate Policy - Organizational Performance - Business Improvement & Innovation - Strategic Priorities <p>Corporate Support Services</p> <ul style="list-style-type: none"> - Digital Innovation & IT - Finance - Human Resources - Purchasing - Strategic Communications, Culture & Events <p>Community Services</p> <ul style="list-style-type: none"> - Parks Maintenance & Forestry - Performing Arts - Realty Services - Recreation - Service Brampton <p>Public Works and Engineering</p> <ul style="list-style-type: none"> - Building Design and Construction - Capital Works - Environment and Development Engineering - Facilities Operations and Maintenance - Road Maintenance, Operations and Fleet <p>Legislative Services</p> <ul style="list-style-type: none"> - Animal Services - City Clerk - Court Administration - Enforcement & By-Law Services - Insurance & Risk Management - Legal Services 	<p>1) Committee of Council, which shall be divided into four sections, each with a Member of Council appointed as Chair and as Vice-Chair(s), and each section to consider and make recommendations to Council for those matters identified:</p> <p>Community Services Section – matters within the jurisdiction of the City's Community Services Department and Fire and Emergency Services, including parks maintenance and forestry, recreation services, fire services, emergency measures, the performing arts, as well as Service Brampton and real estate;</p> <p>Corporate Services Section – matters related to services to the Corporation within the jurisdiction of the Chief Administrative Officer, Corporate Support Services and Legislative Services Departments, including finance, administration, information technology, human resources, legal services, animal services, corporate operations, public relations and strategic communications, culture and events; and also matters related to the enforcement of by-laws and municipal licensing matters;</p> <p>Public Works and Engineering Section – matters within the jurisdiction of the City's Public Works and Engineering</p>

jurisdiction of the City's Public Works and Engineering Department, including public works and infrastructure, engineering, construction and maintenance.	Fire and Emergency Services <ul style="list-style-type: none"> - Emergency Management Office - Fire and Life Safety Education Centre - Fire Communications - Fire Prevention - Fire Training - Firefighting Brampton Transit <ul style="list-style-type: none"> - Brampton Transit - Light Rail Transit (LRT) - Bus Rapid Transit (BRT) 	Department , including public works and infrastructure, environment and development engineering, construction and maintenance, corporate buildings and property services and Brampton Transit.
<p>2) <u>Planning and Development Committee</u> shall consider and make recommendations to the Council to those matters identified:</p> <p>a) Matters including land use planning, growth management, urban design and operational matters within the jurisdiction of the Chief Building Official;</p> <p>b) Holding of public meetings required by the Planning Act, which shall be conducted in accordance with the rules under the Procedure By-law.</p>	<p>Planning, Building and Economic Development</p> <ul style="list-style-type: none"> - Building - Economic Development - Development Services - Policy Planning - Strategic Planning Development - Transportation Planning - Urban Design 	<p>2) <u>Planning and Economic Development Committee</u> shall consider and make recommendations to the Council for those matters identified:</p> <p>a) Matters including land use and transportation planning, growth management, urban design and operational matters within the jurisdiction of the Chief Building Official;</p> <p>b) Holding of public meetings required by the Planning Act, which shall be conducted in accordance with the rules under the Procedure By-law</p> <p>c) Economic Development matters including economic development, tourism, film, Brampton Entrepreneur Centre, competitive policy and business research, and advancing the City's economic development priorities</p>

The resulting Standing Committees will have the following functional mandates, with current chairs and vice-chairs identified:

- Committee of Council, with the following sections:
 - Corporate Services Section
 - (chair – Councillor Singh; vice-chair – Councillor Santos)
 - Public Works and Engineering Section
 - (chair – Councillor Vicente; vice-chair – Councillor Fortini)
 - Community Services Section
 - (chair – Councillor Santos; Councillor Williams)

- Planning and Economic Development Committee
 - (chair – Councillor Medeiros; vice-chair – Councillor Fortini)

These changes will result in the chair and vice-chair positions associated with the existing Economic Development and Culture Section no longer being required. The chair position is currently vacant. The vice-chair position is currently held by Councillor Vicente.

Council can decide, by resolution, to change the agenda order for the Committee of Council sections listed on the meeting agenda. By extension, Council could decide to rotate the respective Chair leading the opening and closing of the meeting beyond their respective sections. For simplicity, it is recommended that the section chairs alternate leading and closing Committee of Council meetings, for the first meeting after the Procedure By-law amendment is passed by Council.

- Corporate Services Section
- Public Works and Engineering Section
- Community Services Section

Should Committee opt to choose Option 2, proposed amendments to the Procedure By-law reflecting the updates to the Standing Committee structure will be prepared for consideration at a future meeting of Committee of Council.

Option 3

Committee may determine an alternative Standing Committee structure that reflects other considerations identified by committee. Some aspects of Option 2 may be incorporated in an alternative Standing Committee structure.

Should Committee opt to choose Option 3, proposed amendments to the Procedure By-law reflecting the updates to the Standing Committee structure will be prepared for consideration at a future meeting of Committee of Council.

Corporate Implications:

Financial Implications: - nil

Other Implications: - nil

Term of Council Priorities:

This report achieves the Term of Council priority of a Well-Run City by establishing a Council governance structure responsive to the priorities established by Council to facilitate effective Council decision-making.

Conclusion:

With recent changes in 2020 to the organizational structure of the Corporation, it is appropriate to consider updating the Standing Committees functional responsibilities. This report outlines three options for Governance and Council Operations Committee consideration in light of the 2020 corporate reorganization.

Authored by:

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