

December 7, 2017

To: Members
Public Works and Infrastructure Committee

Re: 2017 Review of Outstanding Items

RECOMMENDATION

That this report be forwarded to the Executive Committee for consideration.

CONCLUSION

This report reviews the status of outstanding items that have been referred to the Administration for reports to the Public Works & Infrastructure Committee. The Public Works & Infrastructure Committee should review the items and provide instructions on the need for any changes to priorities.

BACKGROUND

Subsection 35(2) of City Council's Procedure Bylaw requires the City Clerk to provide a report to the Executive Committee annually which lists all items and the priority of the items that have been tabled or referred by City Council or one of its committees. The purpose of this report is to provide a list of the outstanding items for the Public Works & Infrastructure Committee as at November 30, 2017.

DISCUSSION

Lists of Outstanding Items are maintained for City Council and its main committees. Items on the list may originate from:

- a recommendation in a report which indicates that another report will be forthcoming;
- a motion adopted to refer an item back to the Administration or to request a report on a related matter;
- a motion adopted by City Council or another committee requesting the Administration to prepare a report.

The Office of the City Clerk is responsible for maintaining and updating the lists. Items remain on the list until a report or the committee recommends their removal. The list is updated with additions and deletions, as meetings are held and after review by the Executive Committee. The last review of outstanding items as at December 31, 2016, was considered by Executive Committee on January 18, 2017.

The following steps were taken to facilitate the annual review of the outstanding items:

- the list of outstanding items as at November 24, 2017 was circulated to departments for comments;
- the comments and lists were returned to the Office of the City Clerk for consolidation.

In 2017, the outstanding items report is first being circulated to the affected Committees prior to Executive Committee consideration. This process allows committees to have more detailed discussions of each item with the Administration and among themselves to determine priorities for Council consideration.

Attached to this report as Appendix “A” is a list of the outstanding public session items before the Public Works & Infrastructure Committee. To assist the Committee, the list has been updated by deleting any items which were removed by resolution of committee during 2017.

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

Regular review of outstanding items provides both Council and the City Administration an opportunity to review and refocus priorities and resources as required based on current initiatives, needs of the community and corporate strategy.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

No specific public communication is required in relation to outstanding items. This report will be posted to the City of Regina website for public viewing.

DELEGATED AUTHORITY

Executive Committee is required to provide direction to the City Manager in relation to items on the outstanding items list for City Council or any of its committees along with directing any changes in priority.

Respectfully submitted,



Amber Ackerman,
A/Deputy City Clerk

Respectfully submitted,



Jim Nicol,
City Clerk

Report prepared by:
Kristina Gentile, Council Officer