

**Subject: Finance and Corporate Services Committee Terms of Reference**

**File Number: ACS2023-OCC-CCS-0010**

**Report to Finance and Corporate Services Committee on 7 February 2023**

**and Council 22 February 2023**

**Submitted on January 27, 2023 by Caitlin Salter MacDonald, Manager, Council and Committee Services, Office of the City Clerk**

**Contact Person: Melinda Aston, interim Finance and Corporate Services Committee Coordinator**

**(613) 580-2424, ext. 21838, Melinda.Aston@ottawa.ca**

**Ward: Citywide**

**Objet : Mandat du Comité des finances et des services organisationnels**

**Dossier : ACS2023-OCC-CCS-0010**

**Rapport au Comité des finances et des services organisationnels**

**le 7 février 2023**

**et au Conseil le 22 février 2023**

**Soumis le 6 janvier 2023 par Caitlin Salter MacDonald, Gestionnaire des Services au Conseil municipal et aux comités, Bureau du Greffier municipal**

**Personne-ressource : Melinda Aston, coordonnatrice intérimaire du Comité des finances et des services organisationnels**

**(613) 580-2424, poste 21838, Melinda.Aston@ottawa.ca**

**Quartier : À l'échelle de la ville**

## **REPORT RECOMMENDATION**

**That the Finance and Corporate Services Committee recommend Council approve its Terms of Reference, as outlined in this report and attached as Document 1.**

## **RECOMMANDATION DU RAPPORT**

**Que le Comité des finances et des services organisationnels recommande au Conseil d'approuver son mandat, tel qu'il est énoncé dans le présent rapport et dans le document 1 ci-joint.**

## **BACKGROUND**

At its meeting of December 7, 2022, Ottawa City Council considered a report titled [2022-2026 Council Governance Review \(ACS2022-OCC-GEN-0030\)](#). In approving this report, Council approved the revised Terms of Reference for Standing Committees, Sub-Committees and the Transit Commission be submitted in draft form to the respective Committees/Commission at their first meeting in 2023 for consideration and recommendation to Council for approval. Accordingly, this report is presented to the Finance and Corporate Services Committee for its consideration and approval.

## **DISCUSSION**

As part of consideration of the 2022-2026 Council Governance Review report, Council approved Motion 2022 - 03/04 to re-name the former Finance and Economic Development Committee to the Finance and Corporate Services Committee.

As part of the 2022-2026 Council Governance Review report, Council also approved the following amendments to the Committee's terms of reference to:

1. Incorporate the former Information Technology (IT) Sub-Committee's mandate with respect to IT matters;
2. Provide that the Committee oversee and make recommendations to Council on the implementation of the Women and Gender Equity Strategy, Reconciliation Action Plan, Anti-Racism Strategy and Corporate Diversity and Inclusion Plan;
3. To replace the deputy mayor positions on this Committee with two Members-at-large, selected through the Nominating Committee process;

Full details on these changes are outlined in the [2022-2026 Council Governance Review Report](#), Part 1.

The draft Terms of Reference for the Finance and Corporate Services Committee are attached at Document 1. The Terms of Reference reflect:

1. The above-noted changes in title, responsibilities, and membership approved as

part of the governance review;

2. Changes recommended by staff to reflect current legislation and organizational structure, or to provide additional clarity and precision within the scope of the mandate approved by Council through Governance Review; and
3. Minor formatting and/ or grammatical changes.

## **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

## **LEGAL IMPLICATIONS**

There is no legal impediment to adopting the recommendation in this report.

## **COMMENTS BY THE WARD COUNCILLOR**

This is not a ward-specific report.

## **CONSULTATION**

As part of the preparation for the 2022-2026 Council Governance Review report and associated recommendations on committee mandates, the City Clerk consulted with Members of the 2018-2022 and 2022-2026 Terms of Council, the Senior Leadership Team, as well as staff that work most closely with the legislative process.

The public was notified of this report through the weekly meeting advertisements and on Ottawa.ca, and the publication of the agenda. Public delegations may be received by the Committee.

## **ACCESSIBILITY IMPACTS**

There are no specific accessibility impacts associated with this report.

## **DELEGATION OF AUTHORITY IMPLICATIONS**

No additional delegated authority is being sought by staff as part of this report.

## **RISK MANAGEMENT IMPLICATIONS**

No risk management implications have been identified associated with this report.

## **RURAL IMPLICATIONS**

No rural implications have been identified associated with this report.

## **TERM OF COUNCIL PRIORITIES**

This report implements the Committee mandate approved by Council as part of the 2022-2026 Council Governance Review.

## **SUPPORTING DOCUMENTATION**

Document 1 - Draft Finance and Corporate Services Committee Terms of Reference (proposed changes from the 2018-2022 Finance and Economic Development Committee Terms of Reference are underlined for ease of reference).

## **DISPOSITION**

Upon approval of the report by Council, the Terms of Reference will become the mandate and governing authority for the Finance and Corporate Services Committee and will be published to Ottawa.ca by the Office of the City Clerk.