

Report to/Rapport au :

**Information Technology Sub-Committee
Sous-comité de la technologie de l'information**

**May 30, 2012
30 mai 2012**

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CITY WIDE / À L'ÉCHELLE DE LA VILLE

Ref N°: ACS2012-CMR-CCB-0051

SUBJECT: STATUS UPDATE – INFORMATION TECHNOLOGY SUB-COMMITTEE INQUIRIES AND MOTIONS FOR THE PERIOD ENDING 6 JUNE 2012

OBJET : RAPPORT DE SITUATION - DEMANDES DE RENSEIGNEMENTS ET MOTIONS DU SOUS-COMITÉ DE LA TECHNOLOGIE DE L'INFORMATION POUR LA PÉRIODE SE TERMINANT LE 6 JUIN 2012

REPORT RECOMMENDATIONS

That the Information Technology Sub-committee receive this report for information.

RECOMMANDATIONS DU RAPPORT

Que le Sous-comité de la technologie de l'information prenne connaissance du présent rapport.

BACKGROUND

On 11 June 2008, Council approved a new process for tracking formal Inquiries and Motions submitted at Standing Committees and Council. Included in this process was the requirement for Committees and Council to receive bi-monthly status updates on these motions and inquiries, at the second meeting of every second month. Accordingly, this report is being presented to the Sub-committee for information.

DISCUSSION

Departmental Report on Outstanding Motions and Directions

In addition to the status of outstanding formal Inquiries, this report integrates the status of outstanding motions and directions to staff, identified as part of the City Manager's review in the fall of 2008, with the actions that will be taken to ensure that both are addressed appropriately.

Consistent with Council's direction, the tracking and reporting of formal motions and inquiries is undertaken by the City Clerk's Office. Protocols have also been established within departments to ensure department-specific motions and inquiries are processed in a timely manner. In those instances where there may be a delay, Council will be provided with an explanation.

At this time there are no outstanding Inquiries, Motions or directions to staff.

RURAL IMPLICATIONS

There are no rural implications.

CONSULTATION

This report is administrative in nature and therefore no consultation was required.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

No risk management implications have been identified for this administrative report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

ACCESSIBILITY IMPACTS

This report is administrative in nature and has no associated accessibility impacts.

TECHNOLOGY IMPLICATIONS

This report is administrative in nature and has no associated technology implications.

TERM OF COUNCIL PRIORITIES

This report has no direct impacts on the City's strategic priorities or directions identified for the current Term of Council.

DISPOSITION

The Coordinator will continue to track all formal inquiries made at Sub-committee meetings and departmental staff will continue to track motions and directions to staff. The results will be reported to Sub-committee on a bi-monthly basis.