

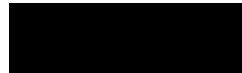


P.O. Box 1749
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Item No. 12.1.1
Executive Standing Committee
March 22, 2021

TO: Chair and Members of Executive Standing Committee

SUBMITTED BY:



(original signed)

Jacques Dubé, Chief Administrative Officer

DATE: October 26, 2020

SUBJECT: Review of Report Requests

ORIGIN

Staff report to Executive Standing Committee to review the list of report requests in accordance with Administrative Order 1, Section 76(2).

LEGISLATIVE AUTHORITY

Administrative Order 1 Section 76(2) "At the first meeting of the subsequent Council following the swearing into office of the new Members, the status sheet shall be tabled and upon review Council may withdraw any item(s) from the status sheet."

RECOMMENDATION

It is recommended that Executive Committee withdraw the Inclusive Building Closure Procedures report from the status sheet.

BACKGROUND

Standing Committees may, by motion, request that a staff report be requested through the Chief Administrative Officer. Prior to September 2014, requests for reports were maintained by the Office of the Municipal Clerk in a tracking document referred to as a "status sheet". In September 2014, a new corporate tracking tool was launched called "Report Center;" to allow for centralized tracking, and older requests for reports were added into Report Center. All new requests for reports are now tracked via this tool.

DISCUSSION

Administrative Order 1, the Procedure of the Council Administrative Order, section 76(2), allows for the review of report requests following a Municipal Election and the Swearing In of a new Mayor and Council.

Executive Standing Committee may review the requests as outlined in Attachment 1 and advise if any of these items should be withdrawn. There is currently only one request in Report Center from Executive Standing Committee.

Following the review, any item(s) recommended to be withdrawn will be archived from Report Center, cancelling the previous request for a staff report.

The Inclusive Building Closure Procedures report will summarize existing closing procedures within HRM facilities and recommend that a standard procedure be drafted. This is related to issues that will be considered by the Accessibility Strategy, which will be presented to Regional Council for its endorsement later this year. As a result, this report request duplicates ongoing work and is no longer required.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

RISK CONSIDERATION

If subsequent to this review, a member wishes to withdraw a motion which previously approved a request for a staff report, a notice of motion would be required prior to the motion being considered in accordance with Administrative Order 1.

COMMUNITY ENGAGEMENT

Standing Committee meetings are open to the public

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with this report.

ALTERNATIVES

Defeat the recommended action and maintain the existing status sheet.

ATTACHMENTS

Attachment 1 – Report Center – Requests for Staff Reports

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Iain MacLean, Municipal Clerk (902) 237-2860

Attachment 1

Date of Request	Name	Original Motion / Description	Councillor
10/28/2019	Inclusive Building Closure Procedures	THAT the Executive Standing Committee request a staff report to review closure procedures for all municipal public buildings with the view of making closure notification, including emergency procedures, accessible to everyone.	Karsten, Bill