

From: "Mochrie, Paul" <Paul.Mochrie@vancouver.ca>

To: "Direct to Mayor and Council - DL" <CCDTMACDL@vancouver.ca>

Date: 8/1/2017 3:09:52 PM

Subject: Memo on Procedure Bylaw Review Update - RTS 12085

Attachments: Memo - RTS 012085 - Procedure Bylaw Review.pdf

Dear Mayor and Council,

At the Regular Council meeting on May 30, 2017, Councillor Reimer requested an update on the Procedure By-law review. The attached memo from Janice MacKenzie, City Clerk, provides staff response to the enquiry. A brief summary of the memo is as follows:

- Staff are currently reviewing the Procedure By-law.
- A public survey and a staff survey will be publicized in August and September of 2017.
- Following analysis of the results, staff will present a revised Procedure By-law to Council in early 2018.

Should you have any questions, please contact Janice at 604.871.6146 / Janice.MacKenzie@vancouver.ca.

Thank you,
Paul

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MEMORANDUM

July 27, 2017

TO: Mayor and Council

CC: Sadhu Johnston, City Manager
Paul Mochrie, Deputy City Manager
Lynda Graves, Manager, Administration Services, City Manager's Office
Francie Connell, Director, Legal Services
Rena Kendall-Craden, Director, Communications
Kevin Quinlan, Chief of Staff, Mayor's Office
Katie Robb, Director, Communications, Mayor's Office

FROM: Janice MacKenzie, City Clerk

SUBJECT: Procedure By-law Review Update - RTS 12085

At the May 30, 2017 Regular Council meeting, Councillor Reimer requested an update on the Procedure By-law review.

City Clerk's Office staff are currently conducting a comprehensive review of the Procedure By-law. City Clerk's Office and Corporate Communications recently completed an Engagement Strategy for the by-law review in which staff will facilitate a public survey and a staff survey. The purpose of the surveys is to better understand public and staff experiences in attending and speaking at Council meetings. The surveys will endeavor to better understand various aspects of speaking to Council including:

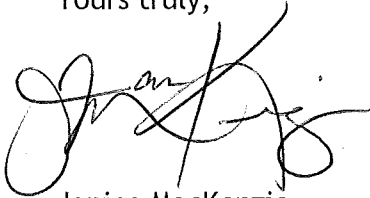
- the challenges and barriers to accessing and speaking to Council;
- the opportunities to improve public access and experience when speaking to Council;
- language and accessibility needs of the public; and
- conduct at meetings.

It is anticipated that the survey will be publicized in August and September of 2017, with advertisement in social and traditional media including: Talk Vancouver, Vancouver Matters, and the City Clerk's Office Twitter feed. Once closed, staff will analyse the results of the

surveys to inform recommended changes to the Procedure By-law for Council's consideration. It is anticipated that staff will present a revised Procedure By-law to Council early in 2018.

If you have any questions, please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read 'Janice MacKenzie', written in a cursive style.

Janice MacKenzie
City Clerk

tel: 604.871.6146

Janice.mackenzie@vancouver.ca