



Legislation Text

File #: PM-20-065, **Version:** 1

TAMRMS#: B06

Public Participation Program
Notice given by: Councillor Hansen

BUDGET POSTPONED MOTION:

Public Participation Program: That Corporate Services be funded up to one FTE from taxes to centralize the implementation/organization of all corporate public engagement events/opportunities.

POSTPONED MOTION ADMINISTRATIVE BACKGROUNDER:

Administration's Understanding of Intent Motion:

Administration understands this motion to be for a funded 1.0 FTE for Public Participation to centralize the implementation of all public participation activities.

Operational or Organizational Impacts if Motion is Approved:

With the approved position for Public Participation, Administration will be able to identify synergies, centralize planning, coordination and delivery of public participation opportunities. With one position, the subject matter experts from each of the departments conducting public participation will still be involved, creating more of a hybrid approach to delivery of public participation opportunities.

Planned and coordinated approach, will enable Administration to implement the Council Policy C-CAO-20 Public Participation and become more strategic with public participation opportunities. Further, Administration will be able to implement the IAP2 (International Association of Public Participation) standards consistently across the organization and realize cost savings due to planned and streamlined approach while providing residents with adequate opportunities to provide input.

Financial Implications of Motions:

The financial impact in 2020 for a 1.0 FTE (April 1 start date) including one time set up costs is \$77,900 (\$76,900 ongoing with position annualization to 12 mos in 2021 plus \$1,000 one time costs in 2020 only)

Stakeholder Consultations:

In 2016, Council initiated Public Participation Committee, consisting of two Council members, five residents and Administration representative. The committee conducted public participation activities led by a consultant to gain better understanding of how residents would like to be engaged to inform Council's and Administration's decision making. Since then, internal stakeholders were engaged through a review of Public Participation service to identify leading practices and opportunities to

optimize delivery of public participation.

Background:

Administration currently does not have a resource dedicated to planning, coordinating and delivering public participation activities across the organization. As a result, delivery of public participation is segmented with each department planning and delivering public participation activities related to their projects. This approach has resulted in inconsistent delivery of public participation activities, inconsistent budget allocation and use of consultants with, at times, significant costs associated, to plan, organize and deliver public participation activities.

In 2016, a first phase of the public participation review resulted in Council approved Public Participation Policy and a number of recommendations to implement the policy, including a recommendation for an FTE. It was identified that dedicated resource would help the City become more strategic and innovative with public participation, better plan public input overall, coordinate and deliver public participation activities more effectively and efficiently.

In March 2019, phase 2 of the public participation service was conducted to specifically assess the organizational capacity for public participation. During this review, it was concluded that a centralized resource is required in order to identify synergies across the organization, plan and coordinate public participation and ensure standardized and consistent approach that aligns with the IAP2 standards. The centralized resource would work with subject matter experts across the organization to strategically plan public participation opportunities, coordinate and help deliver public participation related activities. Additionally, centralized resource would be able to provide additional capacity to departments that are required to conduct public participation but do not have required resources.

Notes of the DCAO / CAO:

Administration is recommending that the Postponed Motion Recommendation be amended to fund 1.0 FTE for Public Participation to centralize the implementation of all public participation activities under Community Relations.

Report Date: November 21, 2019

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