



City of
Peterborough

To: **Members of the Arts, Culture and Heritage Advisory Committee**

From: **John Kennedy, City Clerk**

Meeting Date: **March 12, 2015**

Subject: **Report CPCLKACH15-001
The Provision of Legislative Support to Advisory Committees of Council**

Purpose

A report to provide Committee with an overview of the provision of legislative support by the Clerk's Office to the Advisory Committees of Council.

Recommendation

That Committee approve the recommendation outlined in Report CPCLKACH15-001, dated March 12, 2015, of the City Clerk, as follows:

That the presentation by the Committee Coordinator, with respect to the provision of legislative support to Advisory Committees of Council, be received for information.

Budget and Financial Implications

There are no direct budget or financial implications as a result of the recommendation.

Background

Since November 2009, the Clerks Office has been providing legislative support to the following Advisory Committees of Council; the Waste Management Steering Committee; Arenas Parks and Recreation Advisory Committee; Arts, Culture and Heritage Advisory Committee; Museum and Archives Advisory Committee, Accessibility Advisory Committee and the Peterborough Architectural Conservation Advisory Committee. Legislative support entails, attending meetings, preparing agendas, recording minutes and providing guidance to the Committee regarding meeting procedures.

The City's procedure by-law includes sections specific to Advisory Committees and provides a framework for how committee meetings should occur.

At the request of the staff involved with the Advisory Committees, a presentation and a high level overview, will be provided to Committee, at the March 12, 2015 meeting.

Submitted by,

John Kennedy
City Clerk

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