

Proposal to create an ad hoc Finance and Personnel Committee of the Council

Whereas one of the primary responsibilities of the Langley City Council is to ensure that the taxpayers' funds entrusted to its supervision are properly and adequately collected, invested, disbursed and generally protected, and

Whereas expenditures in the form of salaries and benefits involve a major percentage of those funds and

Whereas personnel policies and practices have a major impact on the costs related to the recruitment and retention of employees

It is hereby proposed that an ad hoc "Finance and Personnel Committee" of the Council, herein referred to as the "Committee" shall be constituted with the purposes, duties and authorities to:

gather information, deliberate and make recommendations on legislative matters relating to financial management of the city and its agents, the personnel system, the annual budget, taxes and fees, financial audits, appropriations, debts, claims, data processing, human rights and administration of city funds. (LMC 2.06.170 C.)

Said Committee shall have as its membership at least one member of the Council (who will serve as Chair) and sufficient volunteer members of the community with appropriate education, training and/or experience in matters of financial management and/or personnel administration to conduct appropriate research and analysis relating to existing law, standard governmental practices and academic studies that may benefit future legislation to be considered by the full Council. Citizen members shall be approved by a majority of the Council.

The schedule of Committee meetings will be established by the members who may change meeting times and places as circumstances require. The times and location of all meetings of the Committee shall be made known to the public with sufficient notice in appropriate media so as to foster public attendance. Public participation in such meetings shall be encouraged but, for the benefit of good order and fairness, shall be conducted under the guidance of the Chair.

Discussions shall be recorded. Such recordings shall be a matter of public record.

The Chair (and/or other member) of said Committee shall report to the full Council regarding the Committee's activities at the next Council meeting following each meeting of the Committee.

Although it is expected that City Staff will provide cooperation, use of City Staff time and resources will be made as infrequent and as brief as will be necessary to allow the Committee to perform its tasks. Such use of staff time will be coordinated with the Mayor in advance of the Committee starting its work.

After appropriate discussions among the membership of the Committee, final or interim reports wherein recommendations for specific legislation are made to the full Council will be in writing. These reports will represent the consensus of the majority of the Committee membership. Minority report(s) will also be written and presented to the full Council should dissenting member(s) so decide.