

Priorities Committee Meeting_Jun16_2020

STRATEGIC INITIATIVE AND UPDATE

Legislative and Legal Services- Department Business Plan Update

Report Purpose

To provide the Priorities Committee with an update on the Legislative and Legal Services Department Business Plan

Our Prioritized Strategic Goals

Goal 1 - Build strong communities to support the diverse needs of residents

Goal 7 - Provide opportunities for public engagement and communication

Continuously improving the way we work, as one organization, in an agile and sustainable manner

Report

Legislative and Legal Services (LLS) is part of the Corporate Services Division and provides services to the entire municipal corporation and to the public. LLS currently has 17 permanent team members, and 3 temporary team members (one permanent member is seconded to the Strathcona County Business Transformation Project (SCBT)). LLS is comprised of three branches: Legal Services, Governance Services, and Legislative Services and Contract Management.

LLS invests the time of its team members in maintaining open and transparent systems of municipal government, including ensuring sound practices and systems to support effective decision-making by Council. It administers some of the key cornerstones of democracy, including free and fair elections and access to information and protection of privacy. LLS facilitates corporate and business unit success through the provision of internal and external legal services and guidance and develops and maintains the County's legislative framework (bylaws, policies and Council decisions).

Ongoing initiatives include the continued roll-out of electronic meeting management systems, legal services enhancement, census modernization, and planning for the County's 2021 Election and Council Orientation. Another major project underway is the upgrade and updating of the County's suite of procurement and contract templates to ensure readiness for the SCBT.

Council and Committee History

June 18, 2019	Legislative and Legal Services provided an update to Priorities Committee on the 2019-2022 Business Plan
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Other Impacts

Policy:

Legislative/Legal:

Interdepartmental: all internal County Departments

Master Plan/Framework:

Enclosure(s)

1	Department Business Plan Update – Legislative and Legal Services
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