



2018 INTERNAL AFFAIRS COMMITTEE WORKPLAN

[As at June 20, 2018]

INITIATIVE	STATUS	TARGET TIMELINES
<p>Develop <i>Draft Code of Responsible and Ethical Conduct for FVRD Board Members</i></p>	<p>Staff compiling existing Codes of Conduct from BC local governments with the objective of undertaking a side by side analysis</p> <p>Staff to prepare <i>Draft Code of Responsible and Ethical Conduct for FVRD Board Members</i> for consideration by IAC</p> <p>Staff to monitor UBCM's development of conduct guidance materials and Model Code of Conduct further to outcome of 2017 UBCM Convention</p>	<p>Staff to submit Draft to IAC for consideration in 2nd Quarter 2018</p> <p>Staff to incorporate IAC's feedback into Draft</p> <p>IAC to recommend to the FVRD Board by end of 2nd Quarter/early third quarter 2018</p> <p>ON TARGET</p>
<p>Develop Draft Board Policy which addresses the requirement for all Board Directors and Alternate Directors to be assigned a corporate email address for purposes of conducting FVRD business</p>	<p>Staff to prepare Draft Board Policy for IAC's consideration</p>	<p>Staff to submit Draft Board Policy to IAC not later than August 2018 in anticipation of 2018 general local election</p> <p>IAC to recommend to the FVRD Board not later than September 2018 Board Meeting</p> <p>ON TARGET</p>

INITIATIVE	STATUS	TARGET TIMELINES
Develop Draft Board Policy which addresses: 1] Alternate Electoral Area Director Remuneration where an Alternate Electoral Area Directors acts on behalf of an Electoral Area Director for an extended period of time; and 2] per meeting stipend of Alternate Municipal or Electoral Area Directors	Staff to prepare Draft Board Policy for IAC's consideration	Staff to submit Draft Board Policy to IAC by early third quarter IAC to recommend Draft Board Policy to Board at September 2018 Board Meeting REVISED TARGETS
Develop Draft Board Policy which addresses: 1] the provision of Closed Meeting Agendas and Minutes to Alternate Directors; and 2] attendance at Closed meetings when not acting on behalf of a Board member	Staff to prepare Draft Board Policy for IAC's consideration	Staff to submit Draft Board Policy to IAC by early 3 rd Quarter IAC to recommend Draft Board Policy to Board at September 2018 Board Meeting REVISED TARGETS
New Directors' On-Boarding and Orientation	Reference December 20, 2017 IAC Closed Meeting Minutes, Item 4.6	Completed unless the IAC wishes to provide further input