Report and Advisory Board Review Commission

November 15, 2018

Improving government efficiency by streamlining the City's reporting and advisory board requirements

NYC Mayor's Office of Operations

Mission

NYC Charter, Chapter 49, Section 1113: Report and Advisory Board Review Commission

This Charter section mandates that Operations convene and chair a Commission including the Speaker of the Council, two other Councilmembers, the Corporation Counsel, the Director of Ops, the Director of the Office of Management and Budget, and the Commissioner of the Department of Information Technology and Telecommunications or their delegates to review and recommend waiver of reporting and advisory board requirements.

Commission Members

The Charter mandates that the Commission convene the Council, Operations, DoITT, OMB, and the Law Department.

- Representatives are:
    - Operations (Chair): Director Jeff Thamkittikasem
    - DoITT: First Deputy Commissioner Evan Hines
    - Law: Assistant Corp. Counsel Kwame Akosah
    - OMB: Assistant Counsel Zach Pyle
    - Council: Senior Legislative Counsel Brad Reid, Quantitative Policy Analyst, Rose Martinez, Policy Analyst John Russell

- DORIS Commissioner Pauline Toole will also participate as the agency responsible for maintaining the City's municipal library.

- Members of the public are welcome to submit written testimony.

Our Mission

Reports should serve as an informative and transparent tool for New Yorkers to evaluate the efficacy and efficiency of their local government.

Advisory Boards should advance collaboration and provide relevant policy insights to City agencies, partners, and constituents.

Vision and Values

Our Vision

Per the Charter, this Commission must review reporting (and advisory board – do be discussed at a future date) requirements for utility, relevance, and value. Our over-arching goals are government <u>efficiency</u>, <u>efficacy</u>, and <u>transparency</u>.

Utility: A report should aid City operations, oversight, decision making, and/or resource allocation.

Relevance: A report should be about topics that are relevant to the City at this time, and take into account that agency, office, and Citywide goals evolve over time.

Value: A report should be worth the cost of production and staff time it takes to develop the product, and should not be duplicative in its efforts.

Guiding Questions: Utility

- What is this report trying to solve/answer?

- What could/should the audience do with the information contained in this report?

- Who is (are) the key audience(s) for this report?

- Does the report provide pertinent information in evaluating current program results or other activities?

- Does the report provide helpful information for assessing effective management of City resources?

Guiding Questions: Relevance

- Does this report provide information about existing city work or programs?

- Does the topic of this report still exist/is it still in operation?

- Does this report reflect change over time/evolving priorities?

- Is it possible to make the report more nimble?

- Even if the topic of the report is no longer relevant, are there aspects of the report (i.e. data about a related subject) that would be worth continuing to publish elsewhere?

- Does the information in this report exist elsewhere, either in part or in whole? (Inclusive of Open Data.)

- Does the information in this report exist in another legally required report?

Guiding Questions: Value

- What is the process that goes into making this report?

- How much does the report cost to make? (Employee hours, production costs, etc.)

- How many employee hours does this report require?

- Who uses this report and for what purpose?

- Does this report help agencies/the City better allocate resources?

Operationalizing Our Mission and Values

- Hold a public hearing by the end of 2018

- Concerted, clear outreach to all City agencies regarding reports

  - Send rubric based on values and related questions

- Ops to compile and conduct initial analysis of agency responses

  - Cull list of reports based on Commission and Agency responses

  - Continue discussion of which reports should be waived from list

- Continue to develop next steps on Advisory Boards