



Report and Advisory Board Review Commission Meeting #3

September 26, 2018

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

Roll Call + Re-Introductions

- Operations
- City Council
- DoITT
- Law Department
- OMB
- DORIS*

*DORIS is not a Charter-mandated member, but provides valuable insights with regard to citywide reporting.



Recap and Progress to Date

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- Commission gave feedback at meeting #2.
 - Opportunity for all members to review all reports.
 - Align rubric with Charter language.
 - Ensure Local Law and Charter sections are correct.
 - Keep in mind that Commission can recommend **whole** or **partial** waivers.
- Since meeting #2.
 - Provided QA and circulated list of 800+ reports and other materials.
 - Commission reviewed reports and provided guidance.
 - Operations consolidated responses.
 - Preliminary findings to be reviewed today.

Tentative Project Plan and Timeline

Convene Commission to Review Reports and Advisory Boards and Produce Recommendations

Overview

- The Director of the Mayor’s Office of Operations is required to convene a Report and Advisory Board Review Commission.
- The Commission will be composed of representatives from OMB, DoITT, City Council, and the Law Department.
- Existing lists of reports will be gathered and reviewed.
- Existing lists of advisory boards will be gathered and examined.
- The Commission will help to advise on reports and advisory boards during monthly meetings.
- Second round of agency engagement to be sought.
- The Commission is aiming to release its findings this Winter.

Major Milestones	Q2 2018	Q3 2018	Q4 2018	Q1 2019
Commission Meetings				
Review of Reports				
Review Advisory Boards				
Report Released				

Review Process and Status



Reports	Advisory Boards
✓	✓
✓	In progress
Beginning 1 st week of October	--
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Reports Review

Considerations (Reports)

Commission members reviewed reporting requirements for the following attributes (required by the Charter):

- **Usefulness** – Does it provide useful information in evaluating program results or other activities? Does it provide useful information for assessing effective management of City resources?
- **Redundancy** – Does this information exist somewhere else? Is it wholly or partially duplicative of the subject matter of another mandated report?
- **Relevance** – In light of changing circumstances, is this report still necessary?
- **Benefit** – Is it worth the cost of production?

As well as (not required by the Charter):

- **Transparency** – Is it easy to find? Does it promote public knowledge?

Goal of reports review by Commission is to solicit and understand perspective of members having a citywide purview, as a preliminary step in the process before engaging agencies.

Scoring Rubric

- A scoring rubric allows us to prioritize reports for in-depth review.
- All Commission members reviewed master list by answering questions below.
- Operations consolidated responses.

Qualitative Scoring Rubric			
Question for Assessment	Field Name	No	Maybe
Required Assessments by NYC Charter, Chapter 49: Section 1113:			
Does the report provide useful information for evaluating the results of programs, activities and functions and their effectiveness in achieving their goals and objectives?	Useful for program evaluation	4	24
Does the report provides useful information for assessing the effectiveness of the management of city resources?	Useful for management of City resources	6	28
Is the report unique? (containing no duplicative of the subject matter of any other mandated report)	Unique	28	47
Does the report remain relevant in light of changing circumstances, current information needs and technological advances?	Relevant	19	37
Do the benefits and usefulness of the report outweigh the expenditure of public resources to produce it?	Beneficial	6	34
Other Considerations:			
Is the report easy to find? Does it promote public knowledge?	Transparent	2	14
Is the recurring report? (any report produced or scheduled to be produced more than once)	Recurring	13	9
Is there enough information about this report to make a determination?	Enough Information	96	160
Optional:			
Notes	Notes	N/A	N/A

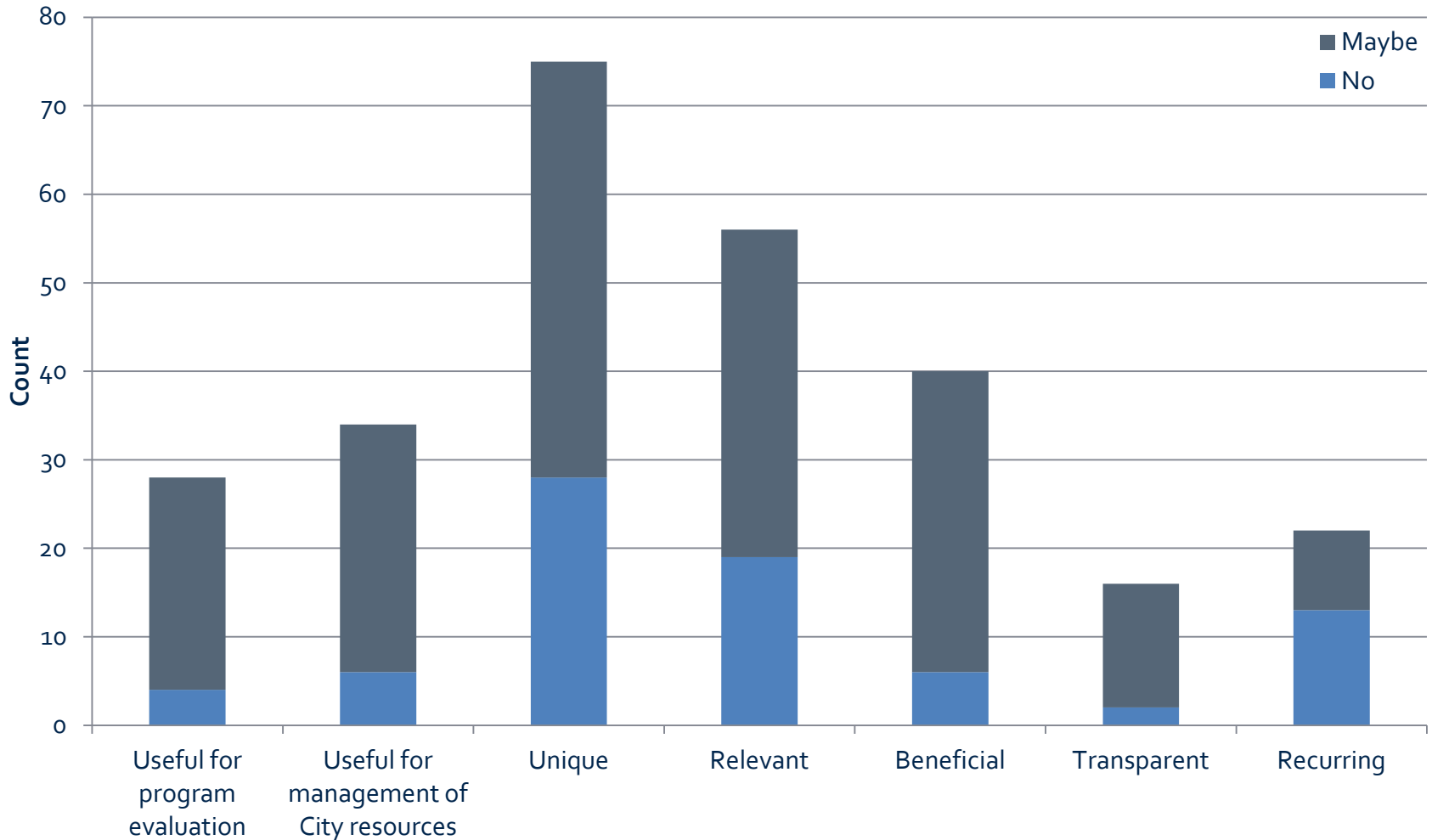


Findings

Short List

- From 834 total, 232 reports and other materials were flagged by Commission members as priorities for further review.
 - Uniqueness and relevance were top concerns.
 - Agencies with most flagged reports/materials:
 - DEP (22)
 - DOHMH (15)
 - HPD (15)
 - DOT (12)
 - DOE (8)
 - DSNY (8)
 - NYPD (7)
- Further review includes:
 - Agency feedback on all reports.
 - Information gathering.

Uniqueness and relevance were top concerns of reviewers



Discussion

Agency	Report	Rationale	Ad. Code
DOT	Interagency Road Safety Plan	Required every five years. Material overlaps with annual Vision Zero reports.	Title 19, Section 184
DSNY	Borough Snow Plans	Not unique and possibly not relevant. Material covered in DSNY annual report or does not necessarily need annual updates.	Title 16, Section 124.1(b)
NYPD	Firearms Discharge Report	Now included in Use of Force Report.	Title 14, Section 150(b)

Discussion Questions

- What patterns did you see in your review?
- What stood out to you?
- What do you hope to learn?



Next Steps

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- Operations to collect feedback from Commission.
- Operations to circulate agency-specific reports lists to relevant agencies.
- Finalize complete list of advisory boards and similar bodies.
- Next Meeting: **October 24.**