

Monthly Report to the CRD from the Fairness and Transparency Advisor November 2015

This report provides a summary of the FTA's activities for the Core Area Sewage Treatment Project for the period from **October 29th** to **November 25th**.

FTA Activities

Monitoring Role

During this period, the FTA continued to review and monitor upcoming meetings of the various committees, flagging any potential issues associated with transparency, impartiality, or fairness.

Other Activities

Complaints

There was no contact from the public received during this reporting period.

October - November 2015 Complaints Statistics

Number of applications received	0
Number of "eligible" complaints	0
Number of decisions rendered	0
Number of Complaints previously reported	2

As indicated in the table, no complaints were received. This brings the number of formal complaints received by the FTA to date to 2.

Activities Summary

Provided in the table below is a summary of the FTA's Project hours devoted to each of the abovementioned tasks.

October - November 2015 Activities

Activity	Hours Worked
Setting up procedures	0
Monitoring	2.7
Meetings	0
Complaints	0
Other admin	.2
Total	2.9

The total number of hours to be billed for this period (spanning the period of October 29th to November 25th) is 2.9 for a total of \$509.50 plus tax.