



ROBERT N. SHELTON
CHIEF ADMINISTRATIVE OFFICER

March 25, 2015

**CHIEF ADMINISTRATIVE OFFICER
REPORT #2015-03**

TO: Mayor & Members of Council
ORIGIN: CAO
SUBJECT: Northern 6 Collaboration – Presentation of Upcoming Initiatives

RECOMMENDATIONS

That CAO Report 2015-03 dated March 25, 2015 regarding Northern 6 Collaboration – Presentation of Upcoming Initiatives be received and the following recommendation be adopted.

1. **THAT the CAO Report 2015-03 be received.**
2. **AND THAT staff be directed to continue to evaluate opportunities for shared services between and among Northern 6 municipalities.**

COMMENTS

This report is to introduce a presentation to be made by Glenn Lang that will update Committee on a recent initiative undertaken by the Northern 6 (N6) Chief Administrative Officers to assist with the identification of new shared service opportunities for projects in support of our ongoing collaboration.

BACKGROUND:

The mandate of the N6 collaboration is to meet regularly to review areas of mutual interest in operations and administration with the goal that together we strive to find better, innovative and more cost efficient ways to deliver our services. Our guiding principles include:

- Sharing ideas, information, and practices among our N6 municipalities
- Exploring partnership, collaboration, and shared-service opportunities that assist our N6 partners without sacrificing our own municipality's needs
- Recognizing that every collaboration initiative may not always require all of the N6 partner municipalities



- Creating fair cost-sharing models that reflect the benefits to each partner
- Supporting change needed to successfully implement innovative solutions

In keeping with the mandate of the N6 Collaboration and as was identified in the most recent progress report provided by staff on the activities of the N6 collaboration (CAO 2014-06, March 27, 2014), a focused effort to identify new opportunities for collaboration was made over the past year. To that end, each of the N6 municipalities contributed to the secondment of Glenn Lang from the Region of York to facilitate or otherwise assist staff from each of the various functional areas of our municipalities to develop, document, evaluate and prioritize ideas. Mr. Lang was selected because of his experience as the Manager, Corporate and Continuous Improvement at the Region with qualifications as a Project Management Professional, Certified Quality Manager and Certified Facilitator who was able to devote the time necessary to the project. For the purposes of this assignment, library and fire services were excluded. Mr. Lang's presentation today will describe the process as well as projects identified as priorities together with other initiatives for future consideration.

The Northern 6 collaboration continues to support operational and organizational efficiencies and service level improvements frequently resulting in cost savings and/or cost avoidance. The initiatives coming forward as a result of Mr. Lang's work will form the basis of our continued collaborative efforts.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

This report and the presentation related to it support the Financial objectives of the Integrated Community Sustainability Plan through the identification of opportunities in support of the Town's financial sustainability.

BUDGET IMPACT

Projects initiated within the N6 collaboration are generally intended to be managed within existing budget approvals. Where additional resources may be required, initiatives will be the subject of specific reports to Council.



CONTACT

For further information regarding this report contact the CAO.

A handwritten signature in black ink, appearing to read "R.W. Belt". The signature is fluid and cursive, with a long horizontal stroke at the end.

Chief Administrative Officer