

Subject: Operational and Administrative Process Review**Recommendations:**

THAT the Chief Administrative Officer be directed to instruct Administration to competitively procure the services of a qualified external firm to conduct a broad-ranging review and analysis of both operational and administrative processes within the organization, and to make recommendations for changes to reduce costs and improve efficiencies in both implementation of decisions and flow of information; and

THAT the Chief Administrative Officer report back to Council on the results of this initiative and the measures he will take in response to the external firm's recommendations, including any budget implications of such measures, in time for Council to give due consideration during the process leading to adoption of the 2016 operating and capital budgets.

Summary and Background:

At the June 9, 2015, Councillor McGrath served notice that the following recommendation would be submitted for consideration at the June 23, 2015 regular Council Meeting:

“THAT the Chief Administrative Officer be directed to instruct Administration to competitively procure the services of a qualified external firm to conduct a broad-ranging review and analysis of both operational and administrative processes within the organization, and to make recommendations for changes to reduce costs and improve efficiencies in both implementation of decisions and flow of information; and

THAT the Chief Administrative Officer report back to Council on the results of this initiative and the measures he will take in response to the external firm's recommendations, including any budget implications of such measures, in time for Council to give due consideration during the process leading to adoption of the 2016 operating and capital budgets.”

In accordance with Procedure Bylaw 14/025, the motion is now before Council for consideration.