
Memorandum

To: Budget Standing Committee

Cc: Shelley Chemnitz, Commissioner of Corporate Services, Kristine Douglas, Director of Finance; Dan Carnegie, Chief Administrative Officer

From: Robyn Ertelt

Date: April 4, 2017

Subject: Organizational Effectiveness Sub-Committee Selection

At the February 1, 2017 Budget Standing Committee meeting the following motion was passed;

That the Budget Standing Committee receive this report for information purposes; and

That the Budget Standing Committee approve retaining an organizational effectiveness consultant to evaluate the Senior Management structure down to the Director and Deputy Director level with a maximum budget of \$30,000; and

That a sub-committee made up of three Budget Standing Committee members, and staff be formed that will review and approve the RFP for the study, as well as be the ongoing contact with the selected consultant and the recipient of the results and recommendations from the consultant.
FORTHWITH

It is appropriate at this time for this process to begin, starting with the selection of three Budget Committee members to form the sub-committee. Once the members have been designated, Staff will develop an RFP for members to review and provide feedback at an initial meeting (time to be determined).