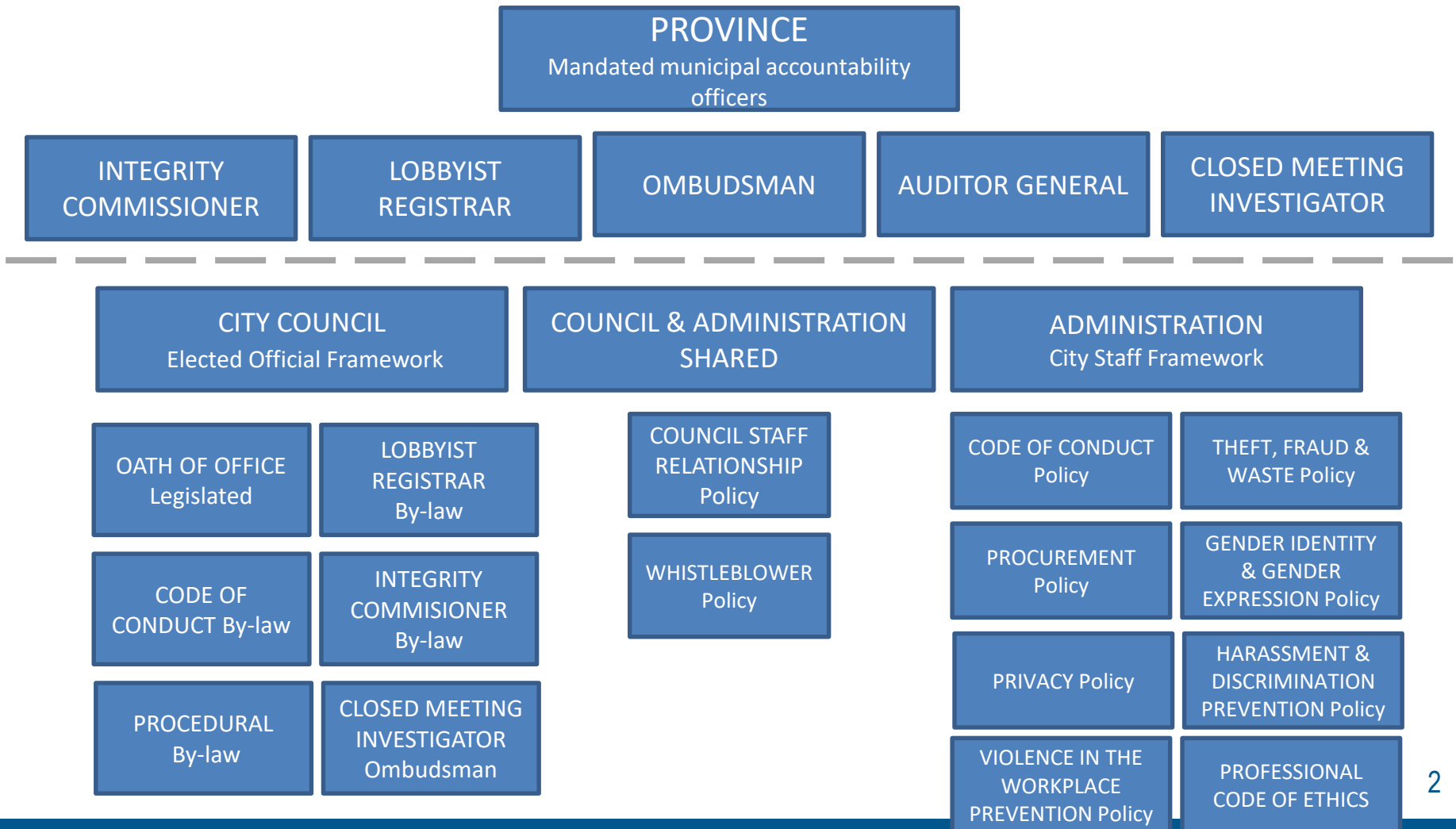




# COUNCIL-STAFF RELATIONSHIP POLICY & WORKFORCE OVERVIEW

November 8, 2022

# Ethics and Accountability Framework



# Province

PROVINCE  
Mandated Municipal Accountability  
Officers

INTEGRITY  
COMMISSIONER

LOBBYIST  
REGISTRAR

OMBUDSMAN

AUDITOR GENERAL

CLOSED MEETING  
INVESTIGATOR





## ADMINISTRATION City Staff Framework

CODE OF CONDUCT  
Policy

THEFT, FRAUD &  
WASTE Policy

PROCUREMENT Policy

GENDER IDENTITY &  
GENDER EXPRESSION  
Policy

PRIVACY Policy

HARASSMENT &  
DISCRIMINATION  
PREVENTION Policy

VIOLENCE IN THE  
WORKPLACE  
PREVENTION Policy

PROFESSIONAL CODE  
OF ETHICS



COUNCIL & ADMINISTRATION  
SHARED

COUNCIL STAFF  
RELATIONSHIP  
Policy

WHISTLEBLOWER  
By-law



- Council/Staff Relationship Policy - Resulted from the Bellamy Report
- Provincially mandated through Legislation

# Council-Staff Relationship Policy

## Guiding Principles

- Shared responsibility
- Accountability and Transparency
- Respect for roles and professional boundaries
- Uphold the vision, mission, and culture of the City, work together to achieve strategic priorities
- Mutual respect, honesty, professionalism
- Communicate transparently, in a timely manner and in good faith
- Do not make statements which reflect negatively on the city or individual
- Respectful of each others time and workload

# Council-Staff Relationship Policy

## Roles and Responsibilities

- Mayor
  - Chief Executive Officer of the Municipality and Head of Council
- Council
  - Represent the Corporation, provide direction and create policy
- City Manager
  - Accountable to Council, leads staff, and connects with community
- Senior Leadership
  - Provide advice to Council, implement Council decisions



# Statutory Officials

## **Building Code Act:**

- Chief Building Official

## **Health Protection & Promotion Act:**

- Medical Officer of Health

## **Fire Code Act:**

- Fire Chief

## **Municipal Act:**

- Chief Administrative Officer or City Manager (By-Law #19-044)
- City Clerk
- Treasurer
- Auditor General (By-Law #19-180)

\* Some city staff also accountable to licensing and regulatory bodies (i.e. nurses, engineers, lawyers)

# Workforce Overview

- 8500+ Staff
  - 78% unionized, 71% full time, 79% permanent positions
- 2021 Our People Survey Results
  - Pride in their work and working for the City
  - Would recommend us as an employer
  - Challenges in communication, employee recognition, ability to be innovative, career advancement opportunities, and access to leadership
  - External harassment/bullying
- Occupational Health and Safety Act Obligations

# Workforce Overview, cont'd

- Pandemic Recovery
- Fight for Talent
  - Currently reviewing policies and practices to ensure we are an employer of choice
- Disconnecting from Work Policy



Hamilton

QUESTIONS?