



Hamilton

CITY OF HAMILTON

**COMMUNITY SERVICES DEPARTMENT
Social Development and Early Childhood Services Division**

TO: Chair and Members Emergency & Community Services Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: July 10, 2013	
SUBJECT/REPORT NO: Restructuring to Integrate Neighbourhood Development, Citizen Engagement and the Social Development Team within the Community & Emergency Services Department (CS13035/CM13013) (City Wide)	
SUBMITTED BY: Joe-Anne Priel General Manager Community and Emergency Services Department Chris Murray City Manager	PREPARED BY: Colin McMullan 905-546-2424 ext.3538 Paul Johnson 905-546-2424 ext.5598
SIGNATURE:	

RECOMMENDATION

- (a) That the reorganization of Neighbourhood Development, Citizen Engagement and Social Development into one division within the Community and Emergency Services Department be approved; and,
- (b) That the transfer of 3.0 FTE budgeted complement and associated budget from the City Manager’s Office to the Community and Emergency Services Department be approved.

EXECUTIVE SUMMARY

Major projects such as the Neighbourhood Development work and the Citizen Engagement initiative were initially housed in the City Manager's Office in an effort to gain momentum across the Corporation. Now that this has been largely achieved, the transfer of the work and associated budgets and FTEs associated with these initiatives is recommended. As the Neighbourhood Development, Citizen Engagement and work shifts to an implementation phase, many of the resources required to assist the implementation and evaluation requirements of these initiatives are currently located in the Community and Emergency Services Department. The Social Development Team currently under the Social Development and Early Childhood Services Division can provide the support needed for successful implementation of these projects. These initiatives will remain corporate priorities and continue to be supported by all Departments but this transfer will assist in a more seamless implementation and evaluation of these initiatives through the realignment of existing staff resources into one team reporting to the General Manager of Community and Emergency Services.

The City Manager remains committed to the City's Neighbourhood Development Strategy, and will be the Senior Management Team sponsor of this initiative. Reports regarding the progress of this initiative will continue to be submitted to the General Issues Committee (GIC) of Council.

Alternatives for Consideration – Not Applicable

FINANCIAL / STAFFING / LEGAL IMPLICATIONS

Financial: The transfer of budgeted complement would result in \$379,549 being transferred from the City Manager's Office to the Community and Emergency Services Department. The Capital Fund relating to the Neighbourhood Development Strategy would also transfer from the City Manager's Office to the Community and Emergency Services Department. This transfer will have no impact on the City's operating budget for 2013.

Staffing: The budgeted complement of 3.0 FTE transferring from the City Manager's Office to the Community and Emergency Services Department include the Director, Neighbourhood Development Strategies (1.0 FTE), the Senior Project Manager, Sustainability (1.0 FTE) and a student position (1.0 FTE). The Manager, Neighbourhood Action Strategy is a seconded position from Public Health Services and will continue to support the Neighbourhood Development Strategy. Part time

administrative support (0.5 FTE) to the Director, Neighbourhood Development Strategies will be provided through the City Manager's Office. These staff will merge with the Social Development Team, to form a new Division within the Community and Emergency Services Department to be led by the Director of Neighbourhood Development Strategies. A division title that reflects the integration of the various functions is to be determined.

The Director of Neighbourhood Development Strategies will report to the General Manager of the Community and Emergency Services Department. The change in reporting structure will not result in any changes to office location for any staff at this time (i.e., those presently working at City Hall will continue to do so and those working at the Lister Block will remain).

Legal: N/A

HISTORICAL BACKGROUND

The Neighbourhood Development Office was created as part of the City's Neighbourhood Development Strategy which began in 2010. It has been located in the City Manager's Office. In partnership with Public Health Services, a Manager was seconded to work on the planning and implementation of Neighbourhood Action Plans (July 2011).

The Director of Neighbourhood Development Strategies is also responsible for the development of a City-wide approach to citizen engagement. As such there was a linkage developed with the Senior Project Manager, Sustainability when that position joined the City Manager's Office in 2012.

POLICY IMPLICATIONS/LEGISLATED REQUIREMENTS

This proposal fulfils the requirements of the Organization Restructuring Policy (Appendix A to HUR12002), Corporate Budget Control Policy (Appendix A to FCS12010(a)) and Budgeted Complement Control Policy (Appendix A to FCS12011(a)).

RELEVANT CONSULTATION

Consultation and discussion has been undertaken with the City Manager and Senior Management Team, the Executive Director of Human Resources, the Director of

Neighbourhood Strategies, the Director of the Social Development and Early Childhood Services Division, the Manager of the Social Development Team and the Manager of Finance and Administration. All are supportive of the proposed realignment.

ANALYSIS / RATIONALE FOR RECOMMENDATION

The development of a new Division that combines staff from the City Manager's Office and the Community and Emergency Services Department provides an opportunity to align existing resources in a way that can support the implementation of key initiatives for the City of Hamilton. The existing work of the Social Development Team supports the broader goals of the City to build healthy and prosperous neighbourhoods and engage our citizens more effectively and can provide the necessary resources needed to help advance the work of the Neighbourhood Development Strategy.

ALTERNATIVES FOR CONSIDERATION

None

ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN:

Strategic Priority #1

A Prosperous & Healthy Community

WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.

Strategic Objective

1.5 Support the development and implementation of neighbourhood and City wide strategies that will improve the health and well-being of residents.

Strategic Priority #2

Valued & Sustainable Service

WE deliver high quality services that meet citizen needs and expectations, in a cost effective and responsible manner.

Strategic Objective

2.2 Improve the City's approach to engaging and informing citizens and stakeholders.

Strategic Priority #3

Leadership & Governance

WE work together to ensure we are a government that is respectful towards each other and that the community has confidence and trust in.

Strategic Objective

3.4 Enhance opportunities for administrative and operational efficiencies.

APPENDICES / SCHEDULES

None