

**Item No. 10.2.1**  
**Halifax Regional Council**  
**November 13, 2012**

**TO:** Members of Halifax Regional Council

**SUBMITTED BY:** Original signed  
Mayor Peter Kelly, Chair, Executive Standing Committee

**DATE:** October 22, 2012

**SUBJECT:** Reporting Structure for Human Resources, Fire Services and Halifax  
Libraries

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**ORIGIN**

The October 22, 2012, meeting of the Executive Standing Committee.

**RECOMMENDATION**

The Executive Standing Committee recommends Halifax Regional Council amend the Terms of Reference for the Executive Standing Committee and the Audit and Finance Standing Committee to reflect that:

1. Human Resources and Fire Services fall under the purview of Executive Standing Committee and that they report to the Committee on a semi-annual basis on key factors in the organization including but not limited to health and safety, absenteeism, overtime, grievance issues, and best practices; and
2. That Halifax Libraries fall under the purview of the Audit and Finance Standing Committee.

## **BACKGROUND**

This item arose out of discussion on the Chief Administrative Officer's (CAO) Corporate Initiatives Update at the August 8, 2012 meeting of the Executive Standing Committee.

## **DISCUSSION**

At the August 8, 2012 meeting of the Executive Standing Committee the CAO suggested, since Human Resources and Fire Services do not report to any committee, that they report to the Executive Standing Committee on a semi-annual basis.

It was noted that Halifax Libraries does not report to any Committee and should be reporting to a standing committee as well, in this case, the Audit and Finance Standing Committee.

## **BUDGET IMPLICATIONS**

There are no budget implications associated with this item.

## **FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN**

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

## **COMMUNITY ENGAGEMENT**

The Executive Standing Committee is open to public.

## **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

## **ATTACHMENTS**

None.

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A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

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