

# Municipal Budget 2016

## Fact Sheets



### GOVERNANCE AND ADMINISTRATION

Governance and administration involves the political and non-political functions of the municipality.

The governance is overseen by Halifax Regional Council – the main legislative body for the municipality consisting of 17 elected officials, including the Mayor.

The administration is led by the Chief Administrative Office (CAO) who liaises with Mayor and Council to work with over 4,000 staff to provide strategic leadership and oversight for the delivery of all municipal services.

The CAO also provides direct operational leadership and oversight to the following business units: Human Resources, Legal Services, Risk and Insurance Services, Finance and Information, Communications and Technology (FICT). The CAO also acts as a business unit director for a functional area that includes: Government Relations and External Affairs, Corporate Communications, Mayor and Councillors' Support Office and the Municipal Clerk's Office.

The Office of the Auditor General provides assistance to Halifax Regional Council in holding itself and the administration accountable for the sound administration of municipal financial accounts and transactions and achieving value for money in the operation of the municipality.

Highlights:

- Through the CAO, overall strategic and operational direction to municipal business units
- Management of processes and initiatives that advance the municipality's economic objectives
- Facilitation of public engagement and information sharing with citizens
- Legislative support and record keeping services to Regional and Community Councils, Committees of Council, the public and staff
- A framework to guide all aspects of the municipality's human resource practices to support organizational effectiveness
- Legal and risk management support to municipal initiatives and operations
- Financial stewardship activities in support of administrative outcomes as well as financial services and advice to internal clients, Council and residents of the municipality
- Provision of reliable, cost effective, information and technology services
- Office of the Auditor General provides independent analysis and reports

# Municipal Budget 2016

## Fact Sheets



### GOVERNANCE AND ADMINISTRATION, PLUS SUPPORT SERVICES

DIVISION	BUDGET	NO. OF EMPLOYEES
<b>CAO</b>		93.8
MAYOR'S OFFICE	\$ 812,500	
COUNCILLORS' SUPPORT OFFICE	\$ 2,587,300	
MUNICIPAL CLERK'S OFFICE	\$ 2,126,000	
CAO OFFICE	\$ 706,700	
DCAO OFFICE	\$ 623,600	
CORPORATE COMMUNICATIONS	\$ 3,250,900	
GOVERNMENT RELATIONS & EXTERNAL AFFAIRS	\$ 738,700	
DIVERSITY AND INCLUSION	\$ 406,300	
<b>OFFICE OF THE AUDITOR GENERAL</b>	\$ 965,100	10
<b>HUMAN RESOURCES</b>	\$ 5,453,400	58.0
<b>LEGAL SERVICES &amp; RISK MANAGEMENT</b>	\$ 4,186,000	37.8
<b>FINANCE &amp; ICT</b>		291.0
FINANCE	\$ 11,067,200	
INFORMATION, COMMUNICATIONS & TECHNOLOGY	\$ 17,125,700	
<b>TOTAL BUDGET</b>	<b>\$ 50,049,400</b>	<b>490.6</b>