

1.0 Project Identification

Name of Project:	3b1 – Task Force at Grey County for Cost-Sharing/Re-Structuring
Sponsor: (Accountable)	Michelle Palmer
Project Manager: (Responsible)	Tim Simmonds
Project Team Members: (Responsible or Consult)	None
Approved Budget:	0

2.0 Business Need

3b1 Request a dedicated task force or committee at Grey County that is mandated to identify cost-sharing or restructuring opportunities within lower-tier municipalities, Create a similar governance model at the municipal level to support this initiative.
(planned for Q4 2023)

3.0 Project Objectives (Purpose)

Create a more efficient upper/lower tier governance model to identify cost-sharing or restructuring opportunities.

4.0 Project Scope

Creation of a task force or integration into an existing committee at the County level and utilization of the Service Review Ad Hoc Committee as the City governance model to support this work. Inform and educate neighbouring municipalities as to the need for this type of review.

5.0 Stakeholders

Name	Consult or Inform
Grey County Clerk	Inform
Mayor and Deputy Mayor	Consult
SLT	Consult
Neighbouring Municipalities	Inform
City Council	Inform
Grey County Council	Inform
City Clerk	Consult

6.0 High Level Deliverables / Milestone Dates

Item	Deliverables / Milestones	Dates
1.	Determine whether need for a standalone task force with Mayor/ Deputy Mayor or if business need can be accommodated within an existing County committee or be included as part of the mandate for a new committee such as the forthcoming finance and budget committee in 2024	February 2024
2.	Motion Drafted	March 2024
3.	Submission of Motion at City Council	April 2024
4.	Submission of Motion to Grey County Clerk	May 2024
5.	Grey County Consideration of Motion	May 2024

7.0 Risks

Severity	Description	Mitigation Tactic
Medium	County defers or turns down motion	Discussion with neighbouring municipalities
Low	City Council defers or turns down motion	Discussion with Mayor and Deputy Mayor in advance of submission

8.0 Key Results for Success (Must Be Measurable or Quantifiable)

1. Task force formed by Grey County or mandate clearly adopted within existing or new committee
2. Work undertaken by task force or committee begins in 2024
3. Votes in favour by neighbouring municipalities that support the creation of the task force or the integration of the mandate within an existing committee.