

Branch — Law

Introduction

The Law branch partners with City departments to ensure that the City's interests are protected and that employees and citizens are safe as they access municipal infrastructure and services.

The Law branch provides legal advice and support for projects that include:

- the City Centre Airport redevelopment
- the proposed Downtown Arena project
- LRT expansion

The Law branch also provides legal defence against claims, challenges and lawsuits, including relocation campaigns related to Lucy the elephant, and the prosecution of bylaw infractions.

Enjoying the safety and security of person, place, and community is an objective identified in *The Way We Live*. Security Advisors carry out security design assessments on all new public facilities, including the new Clareview Recreation Centre, while performing facility security audits on the City's existing amenities.

Through ongoing assessments of facilities and projects, the Risk Management team works with front-line services to take appropriate measures to protect City assets and reduce the cost of insurance for the corporation.

The Law branch also supports the Office of the City Auditor in investigations ranging from the sale of counterfeit transit passes to work place violence.

The core services of the Law branch include:

- providing legal opinions and risk assessments
- reviewing and drafting contracts and bylaws
- representing the City's legal position before the courts, boards and other tribunals
- prosecuting bylaws
- adjusting claims and purchasing insurance
- tracking bonds and letters of credit
- investigating employee misconduct
- providing personal security awareness programs to employees
- conducting security and risk control inspections of City facilities and consulting on security improvements
- monitoring alarms and providing uniformed security guards as required

The 2011 *Shared Services Client Satisfaction Survey* demonstrated that the Law branch is a valued partner in service delivery, as management across the organization responded with an 82.8% satisfaction rate.

"The Law Branch service delivery is without question, A+. Their work has saved the city millions of dollars - the return on investment is huge!"

*-Rod Risling, Assessment and
Taxation Branch*



To facilitate client success by providing valued legal, risk management, claims and security advice and service in a cost effective manner through satisfied and qualified staff. This will advance and protect the City's interests and minimize financial loss to the City.

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Opportunities and Challenges

The project risk associated with City construction projects is typically transferred to an insurer in the form of construction insurance. The contractor typically provides this insurance and depending on the size of the project the cost to the City could be considerable. Contractors as a general rule surcharge their insurance premium costs when providing construction insurance to an owner such as the City. Significant savings can be made if the Risk Management section of the Law branch purchases project specific insurance for City construction projects. Premium savings in the magnitude of 50% to 100% could be realized. This process was initiated in 2011 and will continue during the 2012 budget period.

Service and Budget Review

Law will eliminate the security guard contract (with Paladin Security) for Chancery Hall and Century Place. The elimination of the security guards may result in trespassing issues in these buildings. Staff and the public are likely to feel less secure. The time to respond to alarms will increase.

Based on a review of actual costs over the past couple years, the legal section of the Law Branch was able to reduce the budget for salaries and outside counsel. The Law Branch eliminated a director position and filled it with a junior solicitor. Several lawyers have opted to work on a part-time basis.



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Approved 2012 Budget – Branch Summary (\$000)

	2010 Actual	2011 Budget	\$ Change '11-'12	2012 Budget	% Change '11-'12
Revenue & Transfers					
User Fees, Fines, Permits, etc.	\$ 4	\$ -	\$ -	\$ -	
Grants	-	-	-	-	
Transfer from Reserves	-	-	-	-	
Total Revenue & Transfers	<u>4</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Expenditure & Transfers					
Personnel	8,816	8,293	148	8,441	1.8
Materials, Goods & Supplies	260	279	(32)	247	(11.5)
External Services	1,878	1,479	(211)	1,268	(14.3)
Fleet Services	-	-	-	-	
Intra-municipal Services	154	144	4	148	2.6
Utilities & Other Charges	245	173	(19)	154	(10.9)
Transfer to Reserves	-	-	-	-	
Subtotal	<u>11,353</u>	<u>10,368</u>	<u>(110)</u>	<u>10,258</u>	<u>(1.1)</u>
Intra-municipal Recoveries	<u>(1,798)</u>	<u>(1,711)</u>	<u>(548)</u>	<u>(2,259)</u>	<u>-</u>
Total Expenditure & Transfers	<u>9,555</u>	<u>8,657</u>	<u>(658)</u>	<u>7,999</u>	<u>(7.6)</u>
Net Operating Requirement	\$ 9,551	\$ 8,657	\$ (658)	\$ 7,999	(7.6)
Full-time Equivalents	92.3	74.3	-	74.3	

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Budget Changes for 2012 (\$000)

Expenditures & Transfers - Changes

Personnel \$148

Movement within the salary ranges, changes in benefits, and the last year of a 3-year 1% LAAP contribution increase account for \$263. This is offset with a one time \$115 reduction for alternative work programs.

Material, Goods & Supplies (\$32)

Identified inflationary measures of 2.65% account for \$6 increase, which is offset by a \$35 budget reallocation reduction and a \$3 reduction as a corporate opportunities savings for computer equipment.

External Services (\$211)

Inflationary increases and budget reallocation accounted for an \$89 increase for contract, consulting and general services. This was offset with a reduction of \$100 for external legal services identified in the Service and Budget Review. There is also a offsetting \$200 reduction of guard services in Century Place and Chancery Hall.

Intra-municipal Services (\$544)

There is a \$5 inflationary increase to intra-municipal charges for parking, printing and on-demand building maintenance costs. There is a \$528 increase from intra-municipal services to Drainage, Waste, Current Planning, and Fleet Services and inflationary increases for service billings for on demand legal services of \$21.

Utilities & Other Charges (\$19)

Inflationary measures increased training and utility costs by \$4. This is offset with \$23 in telephone savings through the corporate opportunity exercise.

Full-time Equivalents - Changes

There are no changes to the FTEs in the Law branch.