

**CITY OF VAUGHAN**  
**REPORT NO. 13 OF THE**  
**FINANCE AND ADMINISTRATION COMMITTEE**

*For consideration by the Council  
of the City of Vaughan  
on November 19, 2013*

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The Finance and Administration Committee met at 9:37 a.m., on November 4, 2013.

Present: Councillor Marilyn Iafrate, Chair  
Hon. Maurizio Bevilacqua, Mayor  
Regional Councillor Gino Rosati  
Regional Councillor Michael Di Biase (9:46 a.m.)  
Regional Councillor Deb Schulte  
Councillor Tony Carella  
Councillor Rosanna DeFrancesca  
Councillor Alan Shefman  
Councillor Sandra Yeung Racco

The following items were dealt with:

**1                    INTERNAL AUDIT REPORT – ANONYMOUS REPORTING SYSTEM**

**The Finance and Administration Committee recommends:**

- 1)        That the recommendation contained in the following report of the Director of Internal Audit, dated November 4, 2013, be approved, subject to amending recommendation 6 to read as follows:**
  - 6.        The System is implemented as a two year pilot with consideration to include the public after one year and that continuation is based on staff use and value to the City;**
- 2)        That staff review the comments made by members of Committee regarding reporting enhancements and report back to Council; and**
- 3)        That the presentation by the Director of Internal Audit entitled “*Anonymous Reporting System*”, dated November 4, 2013, be received.**

**Recommendation**

The Director of Internal Audit recommends that;

- ## **2 PROPOSED SCHEDULE OF OPERATIONAL REVIEWS**

- 1) That the recommendation contained in the following report of the Director of Innovation and Continuous Improvement, dated November 4, 2013, be approved; and
- 2) That the presentation by the Director of Innovation and Continuous Improvement entitled *“Proposed Schedule of Operational Reviews”* dated November 4, 2013, be received.

1) That the proposed schedule of operational reviews be approved.

5. That upon completion of the version upgrade, and as a part of the corporate continuous improvement process, staff bring back a report for Council consideration regarding the future planning and

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development process improvements and further process automation  
across departments that take into account other vendors and their  
systems to meet their future business plan objectives; and

- 2) That the presentation by the Director of Building Standards entitled “*Automation Upgrades and Enhancements*”, *Amanda Computer System, Building Standards Department*”, dated November 4, 2013, be received.

**Recommendation**

The Commissioner of Planning and the Director of Building Standards, in consultation with the Acting Commissioner of Finance & City Treasurer, the Director of Development Finance and Investments, the Commissioner of Strategic and Corporate Services and the Chief Information Officer, Information and Technology Management, recommend:

1. That the city in accordance with corporate purchasing policy 05.2.06 Section 9.2 enter into a sole source agreement with CSDC Systems for the upgrade of the Building Standards AMANDA system from version 4.3 to version 6 at a total cost of \$187,250 (excluding taxes);
2. That the city in accordance with corporate purchasing policy enter into an agreement with CSDC Systems to proceed with the acquisition of additional licensing for the proprietary software of the AMANDA system at a total amount of \$355,000 (excluding taxes);
3. That the above amounts plus the applicable taxes and administration recovery fee be funded from approved capital project BS-1003-11 AMANADA Upgrades;
4. That the annual operating budget be adjusted to reflect the new annual license fee requirements expected to increase to \$115,565 from the current annual fee of \$56,265. This fee will be recovered 94% through the Building Standards Reserve based on the City's OBC Activity Based Costing Model with a net impact on the Operating Budget of \$3,600; and
5. That upon completion of the version upgrade, and as a part of the corporate continuous improvement process, staff bring back a report for Council consideration regarding the future planning and development process improvements and further process automation across departments to meet their business plan objectives.

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The meeting adjourned at 12:45 p.m.

Respectfully submitted,

Councillor Marilyn Iafrate, Chair