TOWNSHIP OF NORTH HURON

REPORT

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Carson Lamb, Clerk
DATE: 12/08/2019
SUBJECT: Evaluation of Strategic Planning Proposals
ATTACHMENTS: Evaluation Chart of Strategic Planning Proposals, Copy of All Proposals

RECOMMENDATION:
THAT the Council of the Township of North Huron hereby receive the report of the Clerk, dated August 12, 2019 regarding the Evaluation of Strategic Planning Proposals;

AND FURTHER, THAT Council authorizes the allocation of $6,000 of the modernization funds to help pay for the strategic planning exercise;

AND FURTHER, THAT Council award the Strategic Planning exercise to LURA Consulting.

EXECUTIVE SUMMARY
At the June 17, 2019 meeting, Council passed the following motion:

M289/19
MOVED BY: K. Falconer
SECONDED BY: C. Palmer

That the Council of the Township of North Huron hereby receives the report of the CAO, dated June 17, 2019 regarding strategic planning;
AND FURTHER, THAT the CAO be authorized to solicit submissions from a minimum of three (3) consultants to facilitate a North Huron strategic planning exercise;
AND FURTHER, THAT staff evaluate the submissions and prepare a report for Council’s consideration.

CARRIED

Further to Council passing motion 289/19, the CAO proceeded to solicit submissions from various strategic planning consultants to facilitate a North Huron strategic planning exercise. A total of three (3) submissions were received by North Huron. Submissions were received from the following consultants:

- Gordon A. McIntosh
- Satori Consulting Inc.
- LURA Consulting

DISCUSSION
In response to the solicitation of proposals, three qualified and experienced strategic planning consulting firms responded to the request. Each of the consultants provided North Huron with a proposal that was developed based on the scope of work that North Huron intends to have completed. The costs of all three firms are summarized as follows.
• Gordon A. McIntosh – **Cost: $11,850** + HST + expenses as required (accommodation and travel – meal per diem: Supper @$30, Lunch @ $25, Breakfast @ $15) and report typing (@ $22/hour) – a staff session option can be included for an addition $3,000

• Satori Consulting Inc. – **Cost: $14,250.00** + HST + travel expenses (this price also includes the optional operational plan development)

• LURA Consulting – **Cost: $12,620.00** + HST (optional additional cost of $1,760 for design/layout for Final Strategic Plan can be included as well)

Attached is a chart which shows an evaluation of all three proposals. The cost allocation and proposed structure vary significantly between the three firms and because of this, the proposals from all three consultants are attached to this report for Council’s consideration.

As shown in the evaluation, both LURA Consulting and Satori Consulting Inc. offer a more extensive and comprehensive strategic plan development process. The proposal received from Gordon A. McIntosh has a structure that is more focussed on the discussion and facilitation components as opposed to the development of the plan itself.

The timing of the project and deliverables that would be received are very similar between the proposals of LURA Consulting and Satori Consulting Inc. Both include the requested staff and Council workshops, as well as a public input meeting, and a draft and final version of the Strategic Plan. The final timing of the plan could also be expected by the end of December by either consulting firm. Resultantly, because of the similarities in the two proposals, staff deem the experience that LURA Consulting has with rural municipalities that also have urban settlements within them to be an important factor.

As noted in their proposal, LURA Consulting offers 40 years of consulting experience and has worked with numerous small, rural, and geographically diverse municipalities in Ontario. LURA Consulting has led the development of community based strategic plans for municipalities such as Huron-Kinloss and Brockton, and has developed the County of Huron’s Sustainability Plan. LURA Consulting has also led numerous other strategic planning processes for other rural municipalities beyond Huron and Bruce Counties as well.

In contrast, Satori Consulting Inc.’s Client Base is mainly comprised of Financial Institutions and large municipalities. As a result, staff believe that LURA Consulting will deliver the most sufficient final product to meet North Huron’s strategic planning needs.

**FINANCIAL IMPACT**

During the 2019 budgeting process, a total of $10,000 was approved for a North Huron strategic planning exercise. However, at the June 17, 2019 Council meeting, Council expressed the importance of including public consultation and facilitation into the strategic planning process and directed staff to proceed with the solicitation of consulting submissions that include a public consultation component. The costs associated with this public consultation component were not incorporated into the budgeted $10,000, and resultantly, as highlighted in the discussion section of this report, additional funds are required to fund the strategic planning exercise.
Given the fact that the modernization funds distributed by the Province of Ontario in March of 2019 are designed to help small, rural municipalities plan, modernize and improve the way they provide services to their communities, it would be prudent that $6,000 of those funds be allocated to helping pay for the development of the Strategic Plan.

FUTURE CONSIDERATIONS
A Strategic Plan sets out the direction for the future. It identifies the vision, mission, values and strategic areas of focus. It also identifies the specific outcomes, expected results, and strategies that Council and Administration will deliver on together over the next four years.

RELATIONSHIP TO STRATEGIC PLAN
Goal #1 – North Huron is attractive to new business and residents.
Goal #2 – North Huron residents are engaged and well informed.
Goal #4 – North Huron is fiscally responsible and strives for operational excellence.

Carson Lamb, Clerk

Dwayne Evans, CAO