

Service Impact

The transition to an LTD ASO model means the City will calculate its own DLR and leverage actuarial consulting services for setting its own reserves. This will avoid potentially overstated reserves and additional margins being built into rates by the insurance carrier. By owning DLR and the rate-setting process, the City will have better control of fluctuating premium costs associated with LTD rates. Under the LTD ASO model, the City must assume direct responsibility for defending legal proceedings arising from benefits disputes, requiring the requested Legal Services resource. The transition to this model will nonetheless result in significant premium savings for both the City and employees. In addition to cost savings, employees will benefit from a more employee-centric LTD experience with this model. This includes their experience in the LTD approval process, administration while on LTD and in their return to work.

BR #12080 – Financial Writing Consultant

Description of Budget Request

This BR is for a permanent Financial Writing Consultant in the Finance Division. The position will support the production of the City's public financial documents, including the annual Business Plan and Budget and the annual Financial and Sustainability Report. Having this capacity in-house will fill a gap in specialized skills required to communicate with the public on complex financial concepts and lower the business continuity-oriented and public trust-related risks associated with that gap.

Why Staff Recommend this Initiative

Mississauga's history of strong financial planning and management is supported by the clarity, precision and accuracy of its financial documents. There is currently no permanent in-house capacity in Finance for the specialized and essential functions associated with the preparation of core, guiding financial documents including the annual Business Plan and Budget. A permanent staff resource will address this internal capacity gap and ensure continuous quality standards.

Details of Service Change

Work that has either been performed in Finance by a part-time contract employee, an external third party or a permanent staff member in overtime hours will be performed by the permanent Financial Writing Consultant. Functions will include preparing templates and style guides; providing editorial guidance and training to persons most responsible for document content generation; copyediting, fact-checking and proofreading content created by the Finance Division, including the Business Plan and Budget, Financial and Sustainability Report, Asset Management Plans, and other publicly available financial content; liaising with Strategic Communications & Initiatives on Finance activities and communication; creating and maintaining a database for budget-related queries; tracking and implementing continuous improvement initiatives for Finance documents, and more. Having this capacity in-