

## iCARE Project Update – January 21, 2025

Presented To:	City Council
Meeting Date:	January 21, 2025
Type:	Presentations
Prepared by:	Tony Cecutti Growth & Infrastructure
Recommended by:	General Manager of Corporate Services

### Report Summary

This report and presentation provides an update on the development of an enhanced Occupational Health and Safety Management System branded as the iCARE Project to address concerns related to Health and Safety and provides information on initiatives that have been completed.

### Relationship to the Strategic Plan, Health Impact Assessment and Climate Action Plans

This report refers to operational matters and has no direct connection to the Community Energy & Emissions Plan.

### Financial Implications

There are no financial implications associated with this report. Project costs will be absorbed through existing budgets. Upon identifying additional resources and business systems required to sustain the enhanced management system, a business case will be presented for a consideration at future budget deliberations.

### Background

The Project Team, led by Tony Cecutti, has continued to work on the iCARE Project as presented to Council at its meeting on October 24, 2023, <https://pub-greatersudbury.escribemeetings.com/filestream.ashx?DocumentId=51385>

This update will provide a status of the continued project work on establishing the standard/framework that will govern the Occupational Health & Safety Management System, the development of the plan to address organizational change requirements, and the evaluation of current and future technology, documentation, and record management requirements.

### Project Status

Work is progressing satisfactorily since commencing in October of 2023. The work has been organized into three teams summarized as follows:

#### Occupational Health & Safety Management System

This Team is developing the corporate standard, referred to as the Standard Elements. This document will be the basis by which the organization is managed in the future to meet the Health and Safety objectives.

### Change Management

This Team is focused on comparing the City's current state to the future state of the proposed Management System. The intent is to develop an implementation plan to allow the organization to change from its current to a future state.

### Technology, Documentation and Record Management

This Team will prepare a summary report on anticipated gaps in resources necessary to effectively deliver the new system. The summary report may result in presentation of Business Cases to Council for consideration at future budget deliberations.

### Next Steps

Through 2025 the Project Teams will continue to work on their areas of responsibility. It is anticipated that a number of deliverables will be produced in Q3 and Q4, including:

- The Standard Elements summary document;
- The Recommended Change Management Plan;
- The Recommended technology resources to manage the new Health and Safety Management System;
- A summary document of resource gaps necessary to deliver the new Health and Safety Management System.