

# 2021 Budget Notes

## Office of the Mayor

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### What we do

The Office of the Mayor provides support to the Mayor as the Head of Council and the Chief Executive Officer of the City, as prescribed in the City of Toronto Act, 2006, s. 133 and s. 134.

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### Why we do it

In accordance with the City of Toronto Act, 2006 (s. 133), it is the role of the Mayor, as Head of City Council,

- To act as the Chief Executive Officer of the City;
- To preside over Council meetings so that City business can be carried out efficiently and effectively;
- To provide leadership to Council;
- To represent the City and Council at official functions; and
- To carry out duties as Head of Council under the Act and under any other legislation.

The Mayor's role also includes providing information and making recommendations to Council with respect to Council's role in sections 131(d) and (e) on the City of Toronto Act. These include:

- (d) to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decision of Council;
- (e) to ensure the accountability and transparency of the operations of the City, including the activities of the senior management of the City.

In addition, as Chief Executive Officer of the City (s. 134), the Mayor shall:

- (a) uphold and promote the purposes of the City;
  - (b) promote public involvement in the City's activities;
  - (c) act as the representative of the City both within and outside the City, and promote the City locally, nationally and internationally; and
  - (d) participate in and foster activities that enhance the economic, social and environmental well-being of the City and its residents.
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## Budget at a Glance

2021 OPERATING BUDGET				2021 - 2030 10-YEAR CAPITAL PLAN			
\$Million	2021	2022	2023	\$Million	2021	2022-2030	Total
Revenues	\$0.0	\$0.0	\$0.0	Office of the Mayor has no capital budget.			
Gross Expenditures	\$2.6	\$2.6	\$2.6				
Net Expenditures	\$2.6	\$2.6	\$2.6				
Approved Positions	1.0	1.0	1.0				

## RECOMMENDATIONS

1. City Council approve the 2021 Operating Budget for the Office of the Mayor of \$2.567 million gross and net:

	Gross (\$000s)	Revenue (\$000s)	Net (\$000s)
<b>Total Office Budget</b>	<b>2,567.0</b>	<b>0.0</b>	<b>2,567.0</b>

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# 2021 OPERATING BUDGET

## 2021 OPERATING BUDGET OVERVIEW

Table 1: 2021 Operating Budget

(In \$000s)	2019 Actual	2020 Budget	2020 Projection*	2021 Base Budget	2021 New / Enhanced Requests	2021 Budget	Change vs. 2020 Projection	
							\$	%
<b>By Service</b>	\$	\$	\$	\$	\$	\$	\$	%
<b>Revenues</b>								
Office of the Mayor								
<b>Total Revenues</b>								
<b>Expenditures</b>								
Office of the Mayor	2,525.5	2,567.0	2,567.0	2,567.0		2,567.0	0.0	0.0%
<b>Total Gross Expenditures</b>	<b>2,525.5</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>2,567.0</b>		<b>2,567.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Net Expenditures</b>	<b>2,525.5</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>2,567.0</b>		<b>2,567.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Approved Positions</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>		<b>1.0</b>		

\*2020 Projection based on Q3 Variance Report

### COSTS TO MAINTAIN EXISTING SERVICES

**Total 2021 Base Budget** expenditures of \$2.567 million gross and net reflecting a zero increase in spending above 2020 projected year-end actuals.

Given the financial impacts of COVID-19 on 2020 actuals, a further comparison of the 2021 Recommended Budget to the 2020 Council approved Budget is provided below:

- **2021 Base Budget totalling \$2.567 million in net expenditures reflects a \$0 net increase above the 2020 Council approved Budget.**

**2021 OPERATING BUDGET KEY DRIVERS**

The 2021 Operating Budget for the Office of the Mayor is \$2.567 million gross and net or 0.0% increase above the 2020 Projected Actuals. Table 2 below summarizes the key cost drivers for the base budget.

**Table 2: 2021 Key Drivers – Base Budget**

Key Cost Drivers	2019 Actuals	2020 Budget	2020 Projection*	2021 Base Budget	Change Vs. 2020 Projection	
					\$	%
<b>Expenditures</b>						
1 Salaries and Benefits	2,481.0	2,527.0	2,527.0	2,527.0	0.0	0.0%
2 Materials and Supplies	2.6	4.0	3.7	4.0	0.3	8.5%
3 Equipment	2.1		0.1		(0.1)	-100.0%
4 Service and Rent	36.3	32.0	32.6	31.8	(0.8)	-2.4%
5 Contribution To Capital						
6 Contribution To Reserves						
7 Other expenses	3.4	4.1	3.7	4.2	0.6	15.4%
<b>Total Expenditures</b>	<b>2,525.5</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Revenues</b>						
1 Provincial Subsidies						
2 User Fees & Donations						
3 Draw from Reserve Funds						
4 Other Revenues (Inc. IDR's)						
<b>Total Revenues</b>						
<b>Net Expenditures</b>	<b>2,525.5</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Approved Positions</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>		

\*2020 Projection based on Q3 Variance Report

There are no significant cost drivers.

**Note:**

- For additional information on 2021 key cost drivers refer to [Appendix 2](#) for a more detailed listing and descriptions of the 2021 Changes.

## 2022 & 2023 OUTLOOKS

Table 3: 2022 and 2023 Outlooks

(\$000s)	2020 Projection*	2021 Budget	2022 Outlook	2023 Outlook
Revenues				
Gross Expenditures	2,567.0	2,567.0	2,603.7	2,608.8
<b>Net Expenditures</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>2,603.7</b>	<b>2,608.8</b>
<b>Approved Positions</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>

\*2020 Projection based on Q3 Variance Report

### Key 2022 drivers

#### Salaries and Benefits

- Estimated CPI adjustment for the Mayor's salary, and benefit adjustments.

#### Inflationary Impact

- Inflationary increases for non-payroll items.

### Key 2023 drivers

#### Salaries and Benefits

- Estimated CPI adjustment for the Mayor's salary, and benefit adjustments.

#### Inflationary Impact

- Inflationary increases for non-payroll items.

# APPENDICES

## Appendix 1

### COVID-19 Financial Impact – Operating

N/A

## Appendix 2

### 2021 Operating Budget by Revenue / Expenditure Category

Category (In \$000s)	2018 Actual**	2019 Actual**	2020 Budget	2020 Projection*	2021 Total Budget	2021 Change from 2020 Projected Actual	
	\$	\$	\$	\$	\$	\$	%
Provincial Subsidies							
Federal Subsidies							
Other Subsidies							
User Fees & Donations							
Licences & Permits Revenue							
Transfers From Capital							
Contribution From Reserves/Reserve Funds							
Sundry and Other Revenues							
Inter-Divisional Recoveries							
<b>Total Revenues</b>							
Salaries and Benefits	2,113.4	2,481.0	2,527.0	2,527.0	2,527.0	0.0	0.0%
Materials & Supplies	5.7	2.6	4.0	3.7	4.0	0.3	8.5%
Equipment	0.4	2.1		0.1		(0.1)	(100.0%)
Service and Rent	33.0	36.3	32.0	32.6	31.8	(0.8)	(2.4%)
Contribution To Capital							
Contribution To Reserves/Reserve Funds							
Other Expenditures							
Inter-Divisional Charges	4.2	3.4	4.1	3.7	4.2	0.6	15.4%
<b>Total Gross Expenditures</b>	<b>2,156.6</b>	<b>2,525.5</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Net Expenditures</b>	<b>2,156.6</b>	<b>2,525.5</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>2,567.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Approved Positions</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>		

\* Year-End Projection Based on Q3 2020 Variance Report

\*\* Prior Year Actuals adjusted retroactively to remove interdepartmental charges and recoveries



**Appendix 3**

**Summary of 2021 Service Changes**

N/A

**Appendix 4**

**Summary of 2021 New / Enhanced Service Priorities Included in Budget**

N/A

**Appendix 5**

**Summary of 2021 New / Enhanced Service Priorities Not Included in Budget**

N/A

**Appendix 6**

**2021 Capital Budget; 2022 - 2030 Capital Plan Including Carry Forward Funding**

N/A

**Appendix 6a**

**2021 Cash Flow and Future Year Commitments Including Carry Forward Funding**

N/A

**Appendix 6b**

**2022 - 2030 Capital Plan**

N/A

**Appendix 7**

**Reporting on Major Capital Projects: Status Update**

N/A

**Appendix 8**

**Summary of Capital Needs Constraints**

N/A

**Appendix 9**

**2021 User Fee Changes**

N/A

**Appendix 10**

**Inflows and Outflows to/from Reserves and Reserve Funds**

N/A

## Appendix 11

### Glossary

**Approved Position:** Permanent or temporary positions that support the delivery of City services and service levels as approved by Council.

**Actuals:** An actual financial amount paid (or received) for the delivery of City services (these exclude any commitments to be paid in the future).

**Complement:** Positions that support the delivery of City services and service levels as approved by Council.

**Operating Budget:** An Operating Budget is the City's annual plan to provide services to the residents of Toronto; the budget includes all revenues and expenses needed to provided services; an example of an operating cost would be the cost to run the TTC subways.

**Recommended Operating Budget:** An operating budget recommended to City Council for consideration and approval.

## Appendix 12

### Board Approved Vs. City Staff Recommended Budget

N/A