
2021 OPERATING BUDGET BRIEFING NOTE

City Planning Division Budgeted Staffing Levels

Issue/Background:

- City Planning's annual Study Work Program Update report (January 5, 2021) was adopted with amendments by the Planning and Housing Committee on January 19, 2021 ([2021.PH20.2](#)).
- At its January 19 meeting, Planning and Housing Committee requested the Chief Planner and Executive Director, City Planning to provide a briefing note to the Budget Committee on current, planned, and 2020 budgeted staffing levels, including all Council approved for special projects such as Housing Now.

Key Points:

2020 Approved Staffing Complement:

- City Planning's current (2020) approved staffing complement is **450**, with staff allocated to two integrated divisional services as follows:
 - City Building and Policy Development
 - Development Review, Decision and Implementation
- As of September 30, City Planning had 59 vacancies. The most current data indicates there are 46 vacancies, excluding 13 vacancies related to the 2020 Voluntary Separation Program. The division is working actively to fill as many of these vacancies as possible, with hiring processes nearing completion for many of these vacant positions.

2021 Budget Submission:

- The 2021 recommended Operating Budget for City Planning reflects the timing of the expected hiring of the vacancies along with the appropriate resources to meet the targeted outcomes for 2021.
- The 2021 recommended Operating Budget for City Planning includes four temporary positions to support the implementation of the Housing Now Initiative.
 - Housing Now Initiative supports numerous City of Toronto equity strategies and commitments, including the Housing Opportunities Toronto Action Plan and the Toronto Strong Neighbourhoods Strategy.
 - The four positions will enable City Planning to expedite City-initiated reviews of both the Council-approved next grouping of Housing Now sites, in addition to the modular and rapid housing initiative sites.

- If approved, the addition of four positions for the Housing Now Initiative will result in the net addition of one position to the division's complement, bringing City Planning's total to **451**, comprised of 435.9 operating positions and 15.1 capital positions.
 - City Planning's 2021 recommended Operating Budget also includes the deletion of three temporary positions, where funding has either expired or the work plan assignments have concluded.

Council approved positions for special projects (for the last three years):

- Since January 1, 2018, 32 Council approved positions were added to City Planning for special projects as follows:
 - 2018:
 - 10 staff for the Scarborough Subway Extension and Smart Track studies, with some positions since repurposed to other transit-related work in 2020. Six of these positions funded by the Public Transit Infrastructure Fund and two positions funded by the TTC.
 - Nine positions to enable City Planning to respond to the implementation of Bill 139 amendments to the Planning Act.
 - One staff for TOcore: Planning Downtown studies.
 - 2019:
 - Two staff for the Housing Now Initiative.
 - One position for coordination of Toronto District School Board and Toronto District Catholic School Board projects (funded by the school boards).
 - One staff for Exhibition Place and Ontario Place master planning studies.
 - 2020:
 - Four Heritage Planning staff for the city-wide Toronto Heritage Survey
 - Three Office of the Chief Planner staff for End-to-End Review of the Development Review Process (and support for the Concept to Keys Development Review Operational Pilot).
 - One Waterfront Secretariat staff for Lower Don Coordination work.
- All other Council approved positions added to City Planning's complement during this same time-frame were for operations focused work, primarily for development review, including improving Heritage Planning applications processing, and the Committee of Adjustment.

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