

2020 Program Summary

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.

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

OPERATING BUDGET			
\$Million	2020	2021	2022
Revenues	\$0.0	\$0.0	\$0.0
Gross Expenditures	\$2.6	\$2.6	\$2.7
Net Expenditures	\$2.6	\$2.6	\$2.7
Approved Positions	1.0	1.0	1.0

RECOMMENDATIONS

City Council approved the following recommendations:

1. City Council approve the 2020 Operating Budget for the Office of the Mayor of \$2.567 million gross and net:

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

2020 OPERATING BUDGET

2020 OPERATING BUDGET OVERVIEW

Table 1: 2020 Operating Budget

(\$000s)	2018 Actual	2019 Projected Actual*	2020 Base Budget	2020 New / Enhanced	2020 Budget	Change v. 2019 Projected Actual	
By Service	\$	\$	\$	\$	\$	\$	%
Revenues							
Mayor's Office	0.0	0.0	0.0	0.0	0.0	0.0	
Total Revenues	0.0	0.0	0.0	0.0	0.0	0.0	
Expenditures							
Mayor's Office	2,156.6	2,567.0	2,567.0		2,567.0	0.0	
Total Gross Expenditures	2,156.6	2,567.0	2,567.0	0.0	2,567.0	0.0	
Net Expenditures	2,156.6	2,567.0	2,567.0	0.0	2,567.0	0.0	
Approved Positions	1.0	1.0	1.0		1.0	0.0	

*2019 Projected Actual is based on Q3 2019 Variance report.

COSTS TO MAINTAIN EXISTING SERVICES

Total 2020 Base Budget expenditures of \$2.567 million gross and net reflecting a zero increase in spending above 2019 projected year-end actuals.

2020 OPERATING BUDGET KEY DRIVERS

The 2020 Operating Budget for the Office of the Mayor is \$2.567 million gross and net or 0.0% increase above the 2019 Projected Actuals. Table 2 below summarizes the key cost drivers for the base budget.

Table 2: 2020 Key Drivers – Base Budget

Key Cost Drivers (\$000)	2018 Actuals	2019 Proj. Actuals*	2020 Base Budget	Year over Year Changes	
				\$	%
Expenditures					
1 Salaries and Benefits	2,113.4	2,527.0	2,527.0		
2 Materials & Supplies	5.7	4.0	4.0		
3 Equipment	0.4				
4 Service and Rent	33.0	32.0	32.0	(0.0)	-0.1%
5 Contribution To Capital					
6 Contribution To Reserves					
7 Other Expenditures	4.2	4.1	4.1	0.0	0.5%
Total Expenditures	2,156.6	2,567.0	2,567.0		
Revenues					
1 Provincial Subsidies					
2 Federal Subsidies					
3 User Fees & Donations					
4 Transfers From Capital					
5 Other Revenues					
Total Revenues					
Net Expenditures	2,156.6	2,567.0	2,567.0		

*2019 Projected Actual is based on Q3 2019 Variance report.

Salaries & Benefits:

Budget pressures from salary and benefit adjustments, one additional working day in 2020, and prior year gapping reversal will be absorbed within the salary and benefit envelope.

Non-payroll items budget:

Inflationary increases will be absorbed within the non-payroll budget.

Note:

- For additional information on 2020 key cost drivers refer to [Appendix 1](#) for a more detailed listing and descriptions of the 2020 Changes.

2021 & 2022 OUTLOOKS**Table 3: 2021 and 2022 Outlooks**

(\$000s)	2019 Projected Actual*	2020 Budget	2021 Outlook	2022 Outlook
	\$	\$	\$	\$
Revenues				
Gross Expenditures	2,567.0	2,567.0	2,636.8	2,652.0
Net Expenditures	2,567.0	2,567.0	2,636.8	2,652.0
Approved Positions	1.0	1.0	1.0	1.0

*2019 Projected Actual is based on Q3 2019 Variance report.

Key 2021 drivers

Salaries and Benefits

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

Inflationary Impact

- Inflationary increases for non-payroll items.

Key 2022 drivers

Salaries and Benefits

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

Inflationary Impact

- Inflationary increases for non-payroll items.

APPENDICES

Appendix 1

2020 Operating Budget by Expenditure Category

Category (In \$000s)	2017	2018	2019	2019	2020	2020 Change from	
	Actual	Actual	Budget	Projected	Budget	2019 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							
Total Revenues							
Salaries and Benefits	2,068.4	2,113.4	2,527.0	2,527.0	2,527.0		
Materials & Supplies	6.7	5.7	4.0	4.0	4.0		
Equipment	1.6	0.4					
Service and Rent	36.3	33.0	32.0	32.0	32.0	(0.0)	(0.1%)
Contribution To Capital							
Contribution To Reserves/Reserve Funds							
Other Expenditures							
Inter-Divisional Charges	5.1	4.2	4.1	4.1	4.1	0.0	0.5%
Total Gross Expenditures	2,118.1	2,156.6	2,567.0	2,567.0	2,567.0		
Net Expenditures	2,118.1	2,156.6	2,567.0	2,567.0	2,567.0		
Approved Positions	1.0	1.0	1.0	1.0	1.0		

* Year-End Projection Based on Q3 2019 Variance Report

Appendix 2

Summary of 2020 Service Changes

N/A

Appendix 3

Summary of 2020 New / Enhanced Service Priorities Included in Budget

N/A

Appendix 4

Summary of 2020 New / Enhanced Service Priorities Not Included in Budget

N/A

Appendix 5

2020 Capital Budget; 2021 - 2029 Capital Plan Including Carry Forward Funding

N/A

Appendix 6

Reporting on Major Capital Projects: Status Update

N/A

Appendix 7

Summary of Capital Needs Constraints

N/A

Appendix 8

2020 User Fee Changes (Excludes User Fees Adjusted for Inflation)

N/A

Appendix 9

Inflows and Outflows to/from Reserves and Reserve Funds

N/A

Appendix 10

Glossary of Terms

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.