



Community Benefits Advisory Group
Ad Hoc Working Group 1 – Meeting #5
June 23, 2022

Agenda

Item	Lead	Time
Welcome / Land & African ancestral acknowledgement	Working group chair	5 mins
Introductions & check-in	All	15 mins
Collaboration survey results & action plan	All (poll + breakout session)	30 mins
Deliverable #1 – update on hiring pathways	CBF Business Analyst (group discussion)	20 mins
Deliverable #2 – hiring forecasting (PAT jobs)	CBF Workforce Consultant (breakout session)	40 mins
Next steps	Working group chair	5 mins

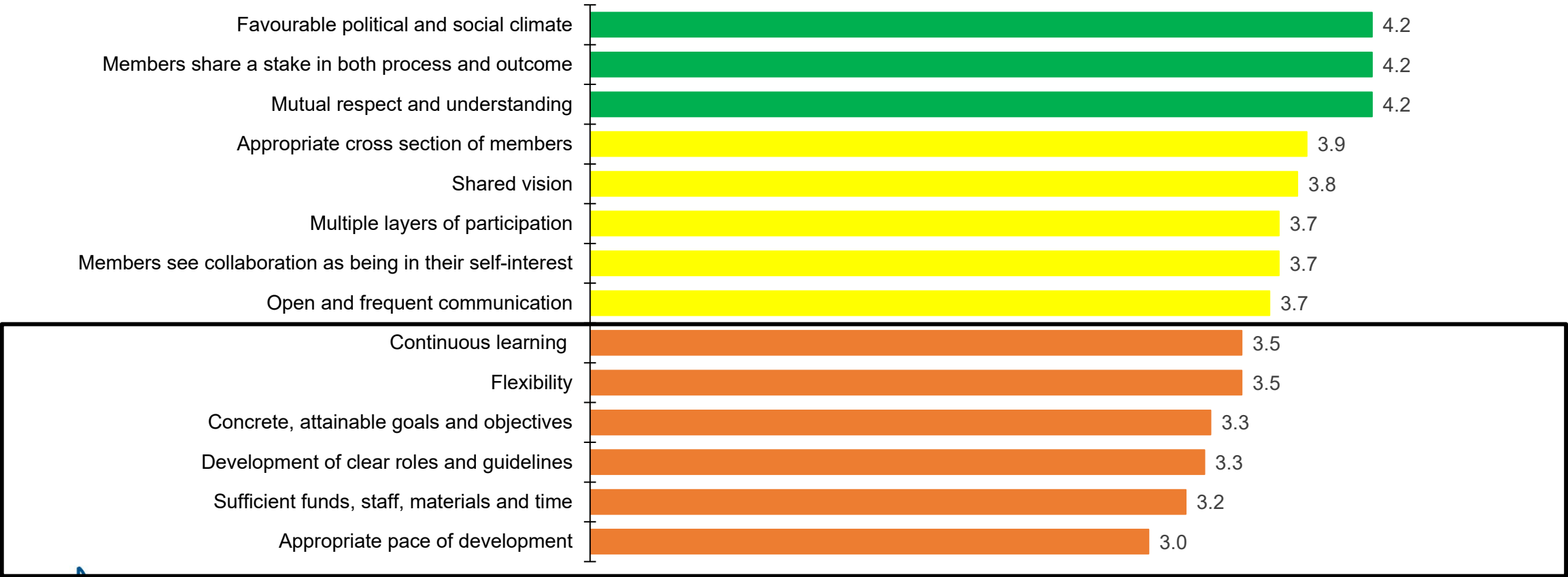
Introductions & check-in

What made you feel like a champion since we last met?



Collaboration survey results – average score per collaboration factor

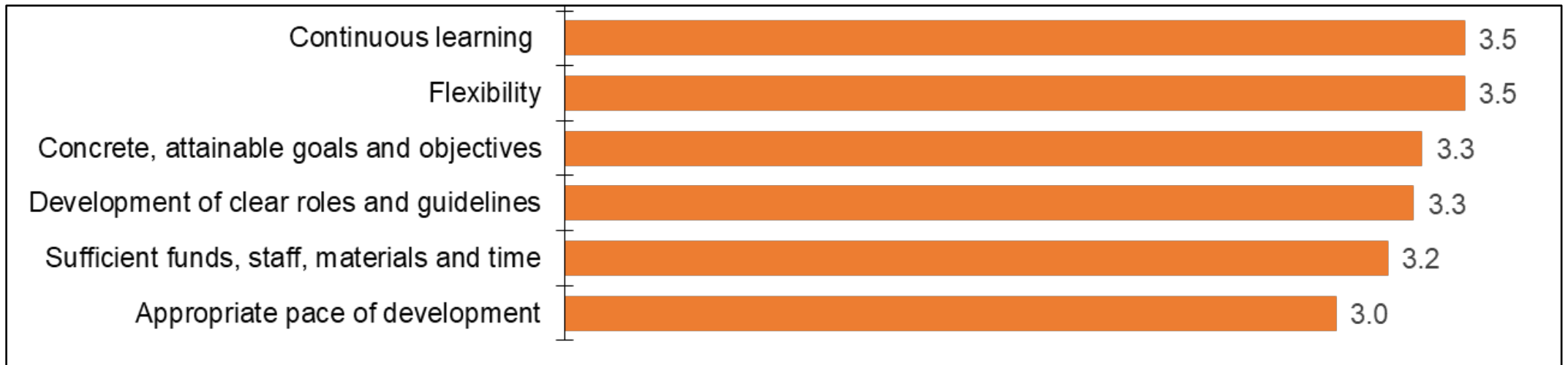
Average Score per Factor



Collaboration survey results – what requires our immediate attention?

WebEx Poll: Which of the six (6) factors on the lower end of the scale require our immediate attention? Please select the one that you consider to be your top priority.

Breakout session: Please recommend one solution that we should implement to address this priority factor for our group at this time.



Roadmap – where were are currently at



Launch of Community Benefits Advisory Group & Ad Hoc Working Groups

Completed:

- ✓ Onboarding on the CBF
- ✓ Objectives & roles
- ✓ Shared understanding of challenges and opportunities



Deliverable 1: Hiring Pathways

Key Activities:

- Develop current state journey maps on employment in construction and customized recruitment
- Identify barriers faced and the training and supports required to overcome pain points throughout journey
- Develop desired future state path for jobseekers
- Identify critical steps to enable job readiness and roles and responsibilities of partners
- Launch and test minimum viable product (MVP) of desired path



Deliverable 3: Partnership Models

Key Activities:

- Identify and scope key components of models
- Identify and apply best practices to shape components of models
- Identify core elements for partnership agreements
- Launch and test models



Deliverable 2: Hiring Forecast & Employer Engagement

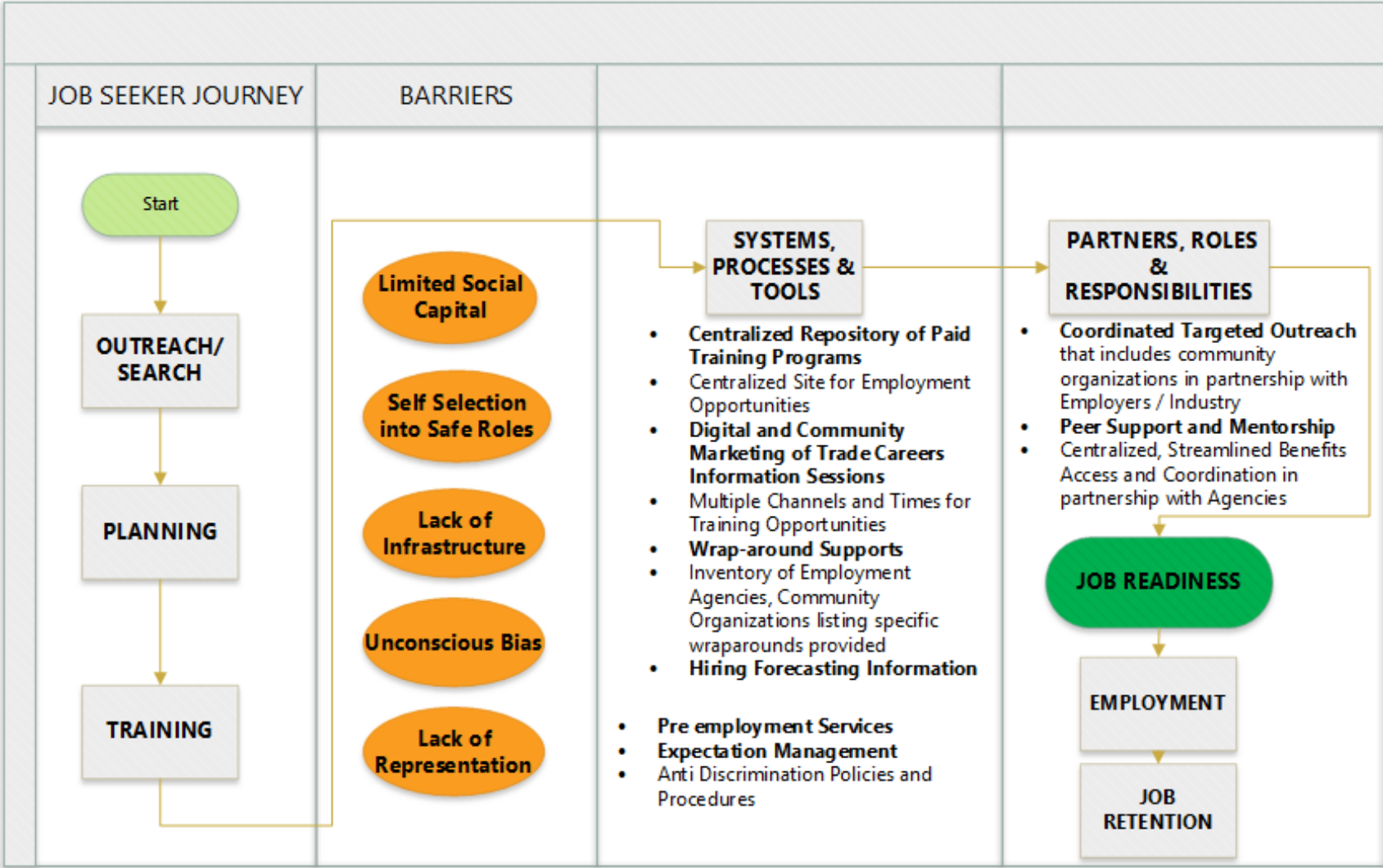
Key Activities:

- Develop approach to forecast hiring needs for existing contracts/agreements
- Determine critical information needed in forecast to inform planning to prepare and place jobseekers
- Develop employer engagement plan to ensure active participation from contractors and businesses
- Develop guidebooks on how to connect community to these opportunities

Fall 2022

Deliverable #1 – update on hiring pathways: focus on components of job readiness

Please refer to attached PDF for a larger view



Deliverable #2 – hiring forecasting (PAT jobs)

Please refer to attached excel for a larger view

Workforce Projections - (Labour Forecast) Professional, Administrative & Technical Opportunities (PAT)																		
General Community Benefits Information												HIRING REQUIREMENTS (HARD TARGETS)						
Community Benefits Initiative (Name): Social Procurement Program												Requirement for Equity Hires (%)						
Community Benefits Initiative Contact Person:			Primary Contact Name:			Ph. # or Email:			Hiring Requirement (# of Jobs)									
Community Benefits Unit Contact:			Primary Contact Name:			Ph. # or Email:			Forecasted Positions Towards Requirement									
Consultant Managing Project:			Primary Contact Name:			Ph. # or Email:			# of Positions Still Required Towards Target									
LINK TO SPECIFIC COMMUNITY BENEFITS PAGE																		
Supplier / Contractor Information																		
Supplier / Contractor (Company) Name:																		
Supplier / Contractor (Company) Address:																		
Project Name:																		
Form Completed By (Authorized Rep.)			Name:		Ph. #		Email:											
Title of (Auth. Rep.) Individual Completing Form			Manager		If Title Not Listed Please Title Add Here:													
Other Information:																		
Position Type (PAT)	Job Stream (Select Drop Down)	Anticipated Position Start Date	Anticipated Position End Date	Position Title	Position Type (FT, PT, Temp.)	Hourly or Annual Wage (Please Enter)	Minimum Education Requirement	Additional Training or Certification Required	Supplier or Sub-Contractor?	Sub-Contractor Details (If Applicable)	Union Affiliation (NA if Non-Union)	Estimated Hours Per Week	Estimated # of Hours (In Project)	Number of Positions Available (Within Project)	Number of Positions Allocated for "Equity Deserving"	Link to Job Description (Add Link in Column)	Positions Approved Towards CB Req (City of Toronto Staff Debt)	Comments
Eg. Professional	Eg. Engineering	Eg. August 2022	Eg. July 2023	Eg. Civil Engineer	Eg. Full Time	Eg. \$35 / Hr Eg. \$72,800.00	Eg. College Diploma	Eg. College Diploma	Eg. Supplier	Eg. ABC Concrete	Eg. Liuna	Eg. 35	Eg. 1820 Hrs	Eg. 10	Eg. 5	Eg. Link to Careers Page		

Discussion – forecasting PAT hiring

Employers & Unions

- 1) How helpful is the Labour forecast for PAT Hiring for achieving your hiring targets set in Community Benefits clauses?
- 2) At which stage of a project lifecycle:
 - a. Would a developer or contractor be able to provide the information in this form?
 - b. Would the form need to be reassessed?
 - c. Timeline required to complete the form? (E. 20 days, 45, days, 90 days.)
- 3) What do you see as pros and cons of having a combined labour forecast form for both construction hiring and PAT hiring?

Community Partners

- 1) How helpful is a Labour Forecast (PAT hiring) for:
 - a. Your organization to prepare and place job seekers into PAT opportunities for City of Toronto's Community Benefits Initiatives?
 - b. Job seekers to understand the job requirements and be job ready?
- 2) How could a completed form be best communicated within the community to connect jobseekers to the forecasted opportunities? (E.g. website, employer portal, intermediary.)

City of Toronto Partners

- 1) When should a Labour Forecast (PAT Hiring) be introduced to a contractor? (Bid, RFP, Agreement Sign., WFD Strategy.)
 - a. What would be a reasonable timeline to expected a contractor to return a completed labour forecast? (E.g., 20 days, 45, days, 90 days.)
 - b. What frequency would a Labour Forecast need to be reviewed with a contractor (monthly/quarterly)
- 2) What do you see as pros and cons of having a combined labour forecast form for both construction hiring and PAT hiring?

Next steps

❖ Summer 2022:

- Research and development continues for all deliverables
- Analysis and consolidation of feedback, literature review and jurisdictional scans
- Targeted discussions to validate templates and recommendations, if needed.

❖ Fall 2022:

- Prototype of Deliverable #1: Hiring Pathways and Deliverable #2: Hiring Forecast & Employer Engagement
- Discussion on Deliverable #3: Partnership Models

Thank you!