

CITY OF HAMILTON

PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Development and Real Estate Division

Report to: Chair and Members Planning & Economic Development Committee	Submitted by: Lee Ann Coveyduck General Manager Planning and Economic Development Department
Date: October 14, 2005	Prepared by: T. Sergi Ext. 2274

**SUBJECT: Change Construction Inspections/Coordinator Positions from
Temporary to Permanent Employee Status (PED05146) (City Wide)**

RECOMMENDATION:

- (a) That approval be given to change the employee status of two Construction Inspections/Coordinator positions from temporary status (for a period of up to two years), to permanent full time positions.
- (b) That the two positions be continued to be funded through, firstly, the Development Fee Stabilization Reserve, and secondly, as applicable, through cost recoveries from budgeted capital projects by providing inspection services to client departments.

Lee Ann Coveyduck
General Manager
Planning and Economic Development Department

EXECUTIVE SUMMARY:

In order to implement and deliver infrastructure that meet City of Hamilton requirements, it is necessary to provide construction inspections services during installations to ensure adherence to specifications and regulations.

The two positions are currently funded from the Development Fee Stabilization Reserve through surplus revenue generated due to an increase in development activities during the past several years. In the event that there is a reduction in development activities, this position can be self funded through cost recoveries from budgeted capital projects of the client department, such as Public Works, by providing inspection services on the Capital Works Program, as necessary.

SUBJECT: Change Construction Inspections/Coordinator Positions from Temporary to Permanent Employee Status (PED05146) (City Wide) – Page 2 of 3

BACKGROUND:

City Council approved the hiring of two temporary Construction Inspections/Coordinators as a program enhancement in the 2004 budget. The positions were posted and filled in October 2004.

There is potential for the loss of the current candidates to other positions within the organization because these are temporary positions (2 years). Fees are collected on development applications to provide inspections and coordination services and there is an onus for the City to implement and deliver this service. This position is critical to the efficient operation of the Development Engineering Section.

There are many merits of filling these positions permanently:

- a) Retain technical support staff
- b) Assist in cross departmental needs
- c) Successional planning of employee resources in the Planning and Economic Development Department

ANALYSIS/RATIONALE:

The annual cost for the two positions would be approximately \$160,000, including benefits. The positions are currently funded through the Development Fee Stabilization Reserve account.

The Development Engineering Section can also act as a service department to the Public Works Department, Capital Planning & Implementation Division, as required, by providing inspection services on the Capital Works projects and all expenditures incurred by Development Engineering for services rendered can be charged back to the project. This alternate or additional source of funding will be used to reduce reliance on funds from the Fee Reserve, particularly if development activity takes a downturn.

During the peak construction season, the Public Works Department, Capital Planning & Implementation Division, retains inspection services through Consulting Engineers, who are on the City's Roster to supplement their needs.

ALTERNATIVES FOR CONSIDERATION:

The positions can be continued as temporary. Continued recruitment would be necessary as employees would move to other permanent positions in the City or elsewhere.

SUBJECT: Change Construction Inspections/Coordinator Positions from Temporary to Permanent Employee Status (PED05146) (City Wide) – Page 3 of 3

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Financial – The approximate annual cost would be \$160,000, including benefits, for the two positions.

Staffing – The Construction Inspections/Coordinator positions play a vital role in the Development Engineering Section in meeting the commitments to the development industry.

Legal – N/A.

POLICIES AFFECTING PROPOSAL:

N/A.

RELEVANT CONSULTATION:

The Public Works Department, Capital Planning & Implementation Division, was consulted concerning the alternative funding source.

The two positions will be funded through, firstly, Development Fee Stabilization Reserve, and secondly, if required, self-funded through cost recoveries from budgeted capital projects by providing inspection services to client departments.

CITY STRATEGIC COMMITMENT:

By evaluating the “**Triple Bottom Line**”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. Yes No

Environmental Well-Being is enhanced. Yes No

Economic Well-Being is enhanced. Yes No

A skilled, innovative and diverse workforce is attracted and retained.

Does the option you are recommending create value across all three bottom lines?

Yes No

Do the options you are recommending make Hamilton a City of choice for high performance public servants?

Yes No

:TS/SY-L