

**2019**  
**City of Oshawa**  
**Operating Budget by Department**

**Department: CITYMANG Office of the City Manager**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$s	2019 - 2018 Variance %
Office of the City Manager										
City Manager's Office	1,134,649	1,146,005	1,000,625	(94,121)	(128,905)		6,600	784,200	(361,805)	(31.6)
Human Resource Services	2,710,546	2,875,545	2,847,510	20,000	189,088		(3,826)	3,052,772	177,227	6.2
Legal Services	982,312	1,046,570	1,023,127	(11,800)	38,331		(63,458)	986,200	(60,370)	(5.8)
Innovation and Transformation			319,200	30,000	346,348		(4,827)	690,721	690,721	
<b>Total Office of the City Manager</b>	<b>4,827,507</b>	<b>5,068,120</b>	<b>5,190,462</b>	<b>(55,921)</b>	<b>444,862</b>		<b>(65,511)</b>	<b>5,513,893</b>	<b>445,773</b>	<b>8.8</b>

**2019  
City of Oshawa  
Operating Budget by Branch**

**Branch: City Manager's Office**

**Branch Purpose:**

This program provides for the overall corporate management of the organization. The primary objective is to ensure that the administration operates efficiently, cost-effectively, and in accordance with Council policy.

**Branch Staff Establishment: 5 FTE**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$\$	2019 - 2018 Variance %
City Manager's Office										
010 City Manager's Admin	1,134,649	1,146,005	1,000,625	(94,121)	(128,905)		6,600	784,200	(361,805)	(31.6)
<b>Total City Manager's Office</b>	<b>1,134,649</b>	<b>1,146,005</b>	<b>1,000,625</b>	<b>(94,121)</b>	<b>(128,905)</b>		<b>6,600</b>	<b>784,200</b>	<b>(361,805)</b>	<b>(31.6)</b>

**2019  
City Of Oshawa  
Operating Budget**

**Budget by Program: 010 City Manager's Admin**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$s	2019 - 2018 Variance %
City Manager's Office										
010 City Manager's Admin										
Personnel Costs	993,069	975,749	846,300					846,300	(129,449)	(13.3)
Program and Office Supplies	2,469	3,651	3,720	(921)				2,800	(851)	(23.3)
Professional Services	166,011	166,605	150,605	6,800	(128,905)		6,600	35,100	(131,505)	(78.9)
Maintenance and Repairs				(100,000)				(100,000)	(100,000)	
Subsidies	(26,900)									
<b>Total 010 City Manager's Admin</b>	<b>1,134,649</b>	<b>1,146,005</b>	<b>1,000,625</b>	<b>(94,121)</b>	<b>(128,905)</b>		<b>6,600</b>	<b>784,200</b>	<b>(361,805)</b>	<b>(31.6)</b>

**Variance Explanation:**

Decrease in budget due to reallocation to Program 015 - Innovation and Transformation

**2019  
City of Oshawa  
Operating Budget by Branch**

**Branch: Human Resource Services**

**Branch Purpose:**

Human Resource Services is dedicated to serving our community by partnering with the Corporation and its elected officials, to be fiscally responsible, people-focused, innovative, resilient and accountable. Our mission is to support our community by supporting our people. Human Resource Services provides services to over 1,700 clients, including active and retired employees. Our long-term goal is to foster a culture of continuous improvement that empowers staff to provide superior customer-focused, cost-effective and quality services to the citizens of the City of Oshawa.

**Branch Staff Establishment: 15 FTE**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$s	2019 - 2018 Variance %
Human Resource Services										
040 Human Resource Services	2,710,546	2,875,545	2,847,510	20,000	189,088		(3,826)	3,052,772	177,227	6.2
<b>Total Human Resource Services</b>	<b>2,710,546</b>	<b>2,875,545</b>	<b>2,847,510</b>	<b>20,000</b>	<b>189,088</b>		<b>(3,826)</b>	<b>3,052,772</b>	<b>177,227</b>	<b>6.2</b>

**2019  
City Of Oshawa  
Operating Budget**

**Budget by Program: 040 Human Resource Services**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$s	2019 - 2018 Variance %
Human Resource Services										
040 Human Resource Services										
Personnel Costs	2,062,627	2,195,809	2,198,700		96,526			2,295,226	99,417	4.5
Program and Office Supplies	13,037	13,195	13,419		(219)			13,200	5	
Professional Services	601,049	627,850	596,700	20,000	83,200			699,900	72,050	11.5
Maintenance and Repairs	28,849	33,441	33,441		9,431			42,872	9,431	28.2
Contribution to Capital	4,984	5,250	5,250		150			5,400	150	2.9
Contributions from Reserve Fnd							(3,826)	(3,826)	(3,826)	
<b>Total 040 Human Resource Services</b>	<b>2,710,546</b>	<b>2,875,545</b>	<b>2,847,510</b>	<b>20,000</b>	<b>189,088</b>		<b>(3,826)</b>	<b>3,052,772</b>	<b>177,227</b>	<b>6.2</b>

**Variance Explanation:**

Increase due to general wage increases, position re-rates and step increases

Increased Professional Services due to legislative changes regarding Health and Safety training and to implement Audit recommendation of employee survey

Inflationary increases and increased fleet rates

**2019  
City of Oshawa  
Operating Budget by Branch**

**Branch: Legal Services**

**Branch Purpose:**

The Legal Services Branch is the City's in-house "law firm" responsible for the provision of legal services exclusively to the City of Oshawa including:

- Provide legal advice and opinions to Council, its Committees and Staff
- Appear before all levels of Court and administrative tribunals (e.g. Local Planning Appeal Tribunal), including prosecutorial services under the Provincial Offences Act
- Act on all real estate and land development transactions
- Support enforcement of administrative penalties

**Branch Staff Establishment: 7 FTE**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$\$	2019 - 2018 Variance %
Legal Services										
025 Legal Services	982,312	1,046,570	1,023,127	(11,800)	38,331		(63,458)	986,200	(60,370)	(5.8)
<b>Total Legal Services</b>	982,312	1,046,570	1,023,127	(11,800)	38,331		(63,458)	986,200	(60,370)	(5.8)

**2019  
City Of Oshawa  
Operating Budget**

**Budget by Program: 025 Legal Services**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$s	2019 - 2018 Variance %
Legal Services										
025 Legal Services										
Personnel Costs	928,492	977,489	954,000		19,258		(53,400)	919,858	(57,631)	(5.9)
Program and Office Supplies	33,385	32,481	32,527		573			33,100	619	1.9
Professional Services	73,084	76,200	76,200	3,200	6,500			85,900	9,700	12.7
Contribution to Capital	451	400	400					400		
Contributions from Reserve Fnd								(10,058)	(10,058)	
Recoveries	(53,100)	(40,000)	(40,000)	(15,000)	12,000			(43,000)	(3,000)	7.5
<b>Total 025 Legal Services</b>	<b>982,312</b>	<b>1,046,570</b>	<b>1,023,127</b>	<b>(11,800)</b>	<b>38,331</b>		<b>(63,458)</b>	<b>986,200</b>	<b>(60,370)</b>	<b>(5.8)</b>

**Variance Explanation:**

Salary savings from vacant position

Increase in real estate and tax sales, offset by reduced development application recoveries

**2019  
City of Oshawa  
Operating Budget by Branch**

**Branch: Innovation and Transformation**

**Branch Purpose:**

Innovation and Transformation drives change through the expansion of transformative and innovative activities and programs, partnerships with both private and public sector and collaboration with internal teams.

This office leads the following corporate initiatives:

- Accessibility
- Diversity and Inclusion
- Smart City
- TeachingCity

**Branch Staff Establishment: 2 FTE**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$s	2019 - 2018 Variance %
Innovation and Transformation										
015 Innovation and Transformation			319,200	30,000	346,348		(4,827)	690,721	690,721	
<b>Total Innovation and Transformation</b>			319,200	30,000	346,348		(4,827)	690,721	690,721	



**2019  
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Operating Budget**

**Budget by Program: 015 Innovation and Transformation**

	2018 Projected Actuals	2018 Approved Budget	2019 Base Budget	Service Level/ Additional Pressures	Volume/Price Reallocation PY Actuals	Efficiencies	One-Time Adjustment	2019 Approved Budget	2019 - 2018 Variance \$s	2019 - 2018 Variance %
Innovation and Transformation										
015 Innovation and Transformation										
Personnel Costs			319,200		263,348			582,548	582,548	
Program and Office Supplies					3,000			3,000	3,000	
Professional Services				30,000	142,500			172,500	172,500	
Contributions from Reserve Fnd							(4,827)	(4,827)	(4,827)	
Recoveries					(62,500)			(62,500)	(62,500)	
<b>Total 015 Innovation and Transformation</b>			319,200	30,000	346,348		(4,827)	690,721	690,721	

**Variance Explanation:**

Full year salary for Director with partial transfer from Program 010

Transfer of Accessibility Program Coordinator from Program 550

Transfer of temp salaries from Program 010

Funding for Teaching City transferred from Program 010

Recoveries from Teaching City Partners transferred from Program 010

New funding for Smart City initiatives