

**UPDATE FOR BILL 124 – BUILDING STANDARDS DEPARTMENT INTERNAL PROCESS REVIEW**

**Recommendation**

The Commissioner of Planning recommends that this report be received for information purposes in conjunction with the Power Point Presentation progress report by Todd MacDonald of Performance Concepts.

**Purpose**

To provide the Operational & Strategic Planning Committee with an update on the progress of the Bill C-124 Building Standards Department internal process review.

**Background - Analysis and Options**

In the 2<sup>nd</sup> quarter of 2004, the Finance department initiated a separate study to review activity costing of user fees, permit fees and service charges. This study addresses the revenue/fee justification and budget impacts of Bill 124 in an aggregate manner. The report “Activity Based Costing Methodology for User Fees” has been completed and was presented to the Budget Committee at its December 14, 2004 meeting.

In addition to the Finance study, Building Standards has undertaken a study to address other aspects of Bill 124. As previously reported to the Operational and Strategic Planning Committee on September 21, 2004, as part of the approval of the 2004 Operating Budget, additional monies were allocated to the Building Standards Department to hire a consultant to assist in the analysis and impacts of Bill 124. The consultant has been hired by the City and the study is ongoing. As part of the Bill 124 Impacts Study, there will be a final report with recommendations regarding necessary changes to departmental processes and staffing to meet mandated turnaround times and other new statutory requirements. The building permit fee structure is an item that is being addressed during this Bill 124 Impact Study. Bill 124 takes effect July 2005.

The final implementation of the building permit fee structure will be through amendments to the City's Building and Fee By-Laws when all processes and related costs are known.

The following is a brief timeline for the Bill 124 Impact Study:

Completion of the business processes review	- completed
Completion of Workload and Capacity analysis	- end of Jan./05
Final Consultants Report with recommendations	- end of Feb./05
Final amendments to Building/Fee By-Laws	- mid Apr./05

**Relationship to Vaughan Vision 2007**

In compliance with Corporate Strategic Objective D-1-21, “Undertake a review to determine an optimum level of service to meet the minimum legislative requirements of the Ontario Building Code”.

**Conclusion**

This progress report be received for information purposes.

**Attachments**

Power Point presentation to be distributed at the Committee meeting.

**Report prepared by:**

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Respectfully submitted,

John Zipay  
Commissioner of Planning

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