



Hamilton

**Planning Division Position Vacancies PED16029
(Item 7.2)**

Planning Division – Approved Staff Complement

Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform	
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner*	Manager, Strategic Initiatives
SPM (Waterfront and Housing)*	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator	Planner I	Senior Planner
Senior Planner	GIS Tech’n	Assistant Secretary Treasurer	Planner I	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I
Senior Planner (Com. Initiatives)	GIS Tech’n	Clerk, CofA	Planner I	Planner I	Planner I	Business Facilitator	Planner I	Planner II
Planner I			Planner I – Urban Design	Planner I	Planner II	Business Facilitator	Planner II	Planning Tech’n
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II	Planner II		
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage		Planning Tech’n		
Planning Tech’n			Planner II	Planner II		GIS Tech’n		
Planning Tech’n			Planner II	Planner II				
			Planning Tech’n	Planner II				
				Planning Tech’n				
						NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.		
						NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.		

Planning Division – Funding Source

Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform	
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner*	Manager, Strategic Initiatives
SPM (Waterfront and Housing)	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator	Planner I	Senior Planner
Senior Planner	GIS Tech'n	Assistant Secretary Treasurer	Planner I	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I
Senior Planner (Com. Initiatives)	GIS Tech'n	Clerk, CofA	Planner I	Planner I	Planner I	Business Facilitator	Planner I	Planner II
Planner I			Planner I – Urban Design	Planner I	Planner II	Business Facilitator	Planner II	Planning Tech'n
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II		Planner II	
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage	Planning Tech		Planning Tech'n	
Planning Tech'n			Planner II	Planner II		GIS Tech'n		
Planning Tech'n			Planner II	Planner II				
			Planning Tech'n	Planner II				
				Planning Tech'n		NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.		
				Planning Tech'n		NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.		
LEGEND:	Capital Funded Pos'n	Cost Recovery Pos'n						

NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.

NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.

Planning Division – Vacancies (December 31, 2014)

Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform	
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner*	Manager, Strategic Initiatives
	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator	Planner I	Senior Planner
Senior Planner	GIS Tech'n	Assistant Secretary Treasurer	Planner I	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I
Senior Planner (Com. Initiatives)	GIS Tech'n	Clerk, CofA	Planner I	Planner I	Planner I		Planner I	Planner II
Planner I			Planner I – Urban Design	Planner I	Planner II		Planner II	Planning Tech'n
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II		Planner II	
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage	Planning Tech		Planning Tech'n	
Planning Tech'n			Planner II	Planner II			GIS Tech'n	
Planning Tech'n			Planner II	Planner II				
			Planning Tech'n	Planner II				
				Planning Tech'n				
				Planning Tech'n				

LEGEND:	Vacant Position
----------------	-----------------

NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.
NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.

Planning Division – DPH&D Staffing (Q2 and Q3 2015)

Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform	
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner*	Manager, Strategic Initiatives
SPM (Waterfront and Housing)*	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator	Planner I	Senior Planner
Senior Planner	GIS Tech’n	Assistant Secretary Treasurer	Planner I	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I
Senior Planner (Com. Initiatives)	GIS Tech’n	Clerk, CofA	Planner I	Planner I	Planner I	Business Facilitator*	Planner I	Planner II
Planner I			Planner I – Urban Design	Planner I	Planner II	Business Facilitator*	Planner II	Planning Tech’n
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II	Planner II		
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage	Planner Tech’n	Planning Tech’n		
Planning Tech’n			Planner II	Planner II	GIS Tech’n			
Planning Tech’n			Planner II	Planner II				
			Planning Tech’n	Planning II				
				Planning Tech’n				
				Planning Tech’n				

LEGEND:

Occupied Position

Occupied Specialist Position

NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.

NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.

NOTE (3): Two Business Facilitator positions created through the 2015 Budget process to support the rural and urban business community.

Planning Division – DPH&D Staffing (Q2 and Q3 2015)

Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform	
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner*	Manager, Strategic Initiatives
SPM (Waterfront and Housing)*	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator	Planner I	Senior Planner
Senior Planner	GIS Tech'n	Assistant Secretary Treasurer	Planner I	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I
Senior Planner (Com. Initiatives)	GIS Tech'n	Clerk, CofA	Planner I	Planner I	Planner I	Business Facilitator*	Planner I	Planner II
Planner I			Planner I – Urban Design	Planner I	Planner II	Business Facilitator*	Planner II	Planning Tech'n
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II		Planner II	
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage	Planner Tech'n		Planning Tech'n	
Planning Tech'n			Planner II	Planner II			GIS Tech'n	
Planning Tech'n			Planner II	Planner II				
			Planning Tech'n	Planning II				
				Planning Tech'n				
				Planning Tech'n				

LEGEND:

Occupied Position

Occupied Specialist Position

NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.

NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.

NOTE (3): Two Business Facilitator positions created through the 2015 Budget process to support the rural and urban business community.

Planning Division – 2015 Recruitment Activity

Planning Division – 2015 Recruitment Activity								
Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform	
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner*	Manager, Strategic Initiatives
SPM (Waterfront and Housing)*	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator	Planner I	Senior Planner
Senior Planner	GIS Tech'n	Assistant Secretary Treasurer	Planner I	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I
Senior Planner (Com. Initiatives)	GIS Tech'n	Clerk, CofA	Planner I	Planner I	Planner I	Business Facilitator*	Planner I	Planner II
Planner I			Planner I – Urban Design	Planner I	Planner II	Business Facilitator*	Planner II	Planning Tech'n
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II		Planner II	
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage	Planner Tech'n		Planning Tech'n	
Planning Tech'n			Planner II	Planner II			GIS Tech'n	
Planning Tech'n			Planner II	Planner II				
			Planning Tech'n	Planning II				
				Planning Tech'n				
				Planning Tech'n				
LEGEND:		Position Posted in 2015 or Posting Underway						

NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.

NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.

NOTE (3): Two Business Facilitator positions created through the 2015 Budget process to support the rural and urban business community.

Planning Division – Vacancies (December 31, 2015)

Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform		
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform	
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner*	Manager, Strategic Initiatives	
SPM (Waterfront and Housing)*	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator (PL)	Planner I	Senior Planner	
Senior Planner	GIS Tech'n	Assistant Secretary Treasurer	Planner I (PL)	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I	
Senior Planner (Com. Initiatives)	GIS Tech'n	Clerk, CofA	Planner I	Planner I	Planner I	Business Facilitator (PL)	Planner I	Planner II	
Planner I			Planner I – Urban Design	Planner I	Planner II	Business Facilitator	Planner II	Planning Tech'n	
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II		Planner II		
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage	Planning Tech'n		Planning Tech'n		
Planning Tech'n			Planner II	Planner II			GIS Tech'n		
Planning Tech'n			Planner II	Planner II (PL)					
			Planning Tech'n	Planner II					
			Planning Tech'n		NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.				
			Planning Tech'n		NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.				
LEGEND:	Vacant Position								

NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.

NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.

Planning Division – Transition

Planning Division – Transition								
Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform	
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner*	Manager, Strategic Initiatives
SPM (Waterfront and Housing)*	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator (PL)	Planner I	Senior Planner
Senior Planner	GIS Tech'n	Assistant Secretary Treasurer	Planner I (PL)	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I
Senior Planner (Com. Initiatives)	GIS Tech'n	Clerk, CofA	Planner I	Planner I	Planner I	Business Facilitator (PL)	Planner I	Planner II
Planner I			Planner I – Urban Design	Planner I	Planner II	Business Facilitator	Planner II	Planning Tech'n
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II		Planner II	
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage	Planning Tech'n		Planning Tech'n	
Planning Tech'n			Planner II	Planner II			GIS Tech'n	
Planning Tech'n			Planner II	Planner II (PL)				
			Planning Tech'n	Planner II				
				Planning Tech'n				
				Planning Tech'n				

LEGEND:	Staff “new” to pos’n	Vacant Position
----------------	----------------------	-----------------

NOTE (1): There are 7 additional administrative support staff that are not shown on the chart that support the Division.
NOTE (2): Vacant Senior Planner, PP&ZR has been temporarily converted to SPM (Waterfront and Housing) and funded through PW capital account.

Planning Division – Hiring Strategy, Next Steps

- **Number of Vacancies Has Not Changed**
 - 13 Vacant Positions (18% of FTEs) at beginning of 2015
 - 20 Job Postings to fill 28 Positions in 2015
 - 13 Vacant Positions (18% of FTEs) at year's end
- **Business Facilitation**
 - 2 New Business Facilitators created in 2015
 - Both Positions Filled
- **2015 Hiring Strategy**
 - Focus on Team Leaders, Specialists, Planning Technician and Planner II Positions
 - Internal Recruitment creates Vacancies
 - Time Intensive
- **Moving Forward**
 - Emphasis on Workforce Retention and Professional Development
 - On-Boarding and Transition of Staff
 - Periodic Postings
 - Generic Job Descriptions
 - External Recruitment
 - Mentoring and Development

Planning Division – Complement Adjustment

- **GRIDS 2041 Update**

- GRIDS Established City's Growth Strategy to 2031
- Update of GRIDS
- Provincial Population and Employment Targets Released in 2013
- Implementation of 2006 Council Direction and AEGD Settlement

- **Dedicated Project Manager Required**

- Lead Public Consultation Process
- Manage consultants retained to assist with GRIDS2 Update
- Inter-Departmental and Stakeholder Co-ordination
- Liaise and Integrate With LRT and Elfrida Project Teams

- **Conversion of Manager to Senior Project Manager**

- No Change in Number of FTE's
- Current Position is Vacant
- Capital Funding Approved in 2015 for GRIDS2

Thank you

Steve Robichaud
Director of Planning and Chief Planner
Planning Division

Planning Division – Approved Staff Complement								
Community Planning & GIS		Development Planning, Heritage & Design					Policy Planning & Zoning Reform	
Community Planning	GIS	Committee of Adjustment	Urban	Suburban	Rural	Business Facilitation	Policy Planning	Zoning Reform
SPM	Sr. Info Systems Planner	Secretary Treasurer	SPM	SPM	SPM	Coordinator	Senior Planner	Manager, Strategic Initiatives
SPM (Waterfront and Housing)	Info Systems Planner	Assistant Secretary Treasurer	Senior Planner	Senior Planner	Senior Planner	Business Facilitator	Planner I	Senior Planner
Senior Planner	GIS Tech'n	Assistant Secretary Treasurer	Planner I	Senior Planner, Natural Heritage	Senior Planner, Natural Heritage	Business Facilitator	Planner I	Planner I
Senior Planner (Com. Initiatives)	GIS Tech'n	Clerk, CofA	Planner I	Planner I	Planner I	Business Facilitator	Planner I	Planner II
Planner I			Planner I – Urban Design	Planner I	Planner II	Business Facilitator	Planner II	Planning Tech'n
Planner I			Planner I – Urban Design	Planner I – Urban Design	Planner II		Planner II	
Planner II			Planner I – Cultural Heritage	Planner I – Cultural Heritage	Planner II		Planning Tech'n	
Planning Tech'n			Planner II	Planner II	Planning Tech'n		GIS Tech'n	
Planning Tech'n			Planner II	Planner II				
			Planning Tech'n	Planning Tech'n				
				Planning Tech'n		NOTE: There are 7 additional administrative support staff that are not shown on the chart that support the Division.		