

**Planning and Economic Development Department Biodiversity Action Plan Resourcing Plan**

The following table outlines the Biodiversity Action Plan actions where leadership or support from Planning and Economic Development Department staff is needed.

<b>Key Priority</b>	<b>Action</b>	<b>Action Text</b>	<b>Time</b>	<b>Lead</b>	<b>Supporting Partner(s)</b>	<b>City of Hamilton Resources Required</b>
<b>1. Administration and Governance</b>	1.1	Identify long-term funding strategies to implement the BAP for the protection and enhancement of the natural environment to improve biodiversity.	0-1 Year	BAP Steering Committee	City of Hamilton (Planning and Economic Development - Planning Division)	Planning Division staff to temporarily assist in developing partnership agreement and funding model.  Financial: One FTE to be referred to the 2025 Operating budget.
	1.2	Establish a BAP Coordinator position within a partner agency to support the BAP partners in implementing the BAP actions and public communications.	0-1 Year	BAP Steering Committee	City of Hamilton (Planning and Economic Development - Planning Division)	Planning Division staff to temporarily assist in facilitation between the partner agencies to develop the funding model for the permanent position and scoping the role and responsibility of the coordinator.  Financial: One FTE to be referred to the 2025 Operating budget.
	1.3	Formalize and continue the BAP partnership to ensure coordinated actions and ongoing communication between all partner organizations.	0-1 Year	BAP Steering Committee	City of Hamilton (Planning and Economic Development Planning Division)	Planning Division staff to facilitate communication between partner organizations in development of a partnership agreement and to assist with internal communications across various City departments.  Financial: One FTE to be referred to the 2025 Operating budget
<b>2. Evaluation and Monitoring</b>	2.1	Prepare a State of Environment report to track and report the City’s	1-3 Years	City of Hamilton (Planning and	City of Hamilton (Planning and	An update to the Natural Area’s Inventory is currently on the Departmental workplan. The project will

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		progress towards achieving the City’s natural heritage protection goals. The basis of this report would be the Natural Areas Inventory.		Economic Development - Planning Division)	Economic Development - Office of Climate Change Initiatives)	require Planning Division staff to prepare a report on the Natural Areas Inventory results. Assistance from Development Planning staff may be required to report on trends related to development and natural heritage through the development approvals process. Assistance from the Office of Climate Change Initiatives will be provided to assist in the preparation of the report and communications materials.  Financial: None
	2.2	Centralize and standardize the collection and sharing of biodiversity data.	1-3 Years	BAP Steering Committee	City of Hamilton (Planning and Economic Development - Planning Division)	Planning Division staff will assist with any data or related policies as part of this action.  Financial: None - this work will be incorporated into already established work programs related to natural heritage planning, and long-term policy review through the Natural Heritage and Rural Municipal Comprehensive Review work program.
	2.3	Develop a process for updating and maintaining the Natural Areas Inventory database.	1-3 Years	City of Hamilton (Planning and Economic Development - Planning Division)		Planning Division staff to co-lead this action with other partners. Planning Division staff to contribute to this work plan as a component of the Natural Areas Inventory workplan.  Financial: None - this work is related to the Natural Areas Inventory workplan

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				Hamilton Naturalists' Club  Hamilton Conservation Authority		which has already been initiated. Staff from the Planning Division who have been involved will continue to work with project partners on the procedure for updating the Natural Area Inventory database and other mapping (Official Plan, Zoning) to reflect findings.
	2.4	Develop a Report Card to be completed by Biodiversity Action Plan partners to report on Actions and to assist in writing future progress reports.	1-3 Years	BAP Coordinator	City of Hamilton (Planning and Economic Development - Planning Division)	Planning Division staff to contribute assistance on development of the report card, and provision of information related to PED actions.  Financial: No additional funds required.
	2.5	Organize an annual biodiversity workshop to discuss monitoring, results, ongoing and future projects and collaborations related to the BAP, and to share progress on the BAP actions with the public.	1-3 Years	BAP Coordinator	City of Hamilton (Planning and Economic Development - Planning Division, and Office of Climate Change Initiatives)	Planning Division and Office of Climate Change initiatives staff to assist in organizing workshop logistics in coordination with other BAP partners.  Financial: In-kind support, including the use of City facilities.
<b>3. Long-term Protection and Connection</b>	3.1	Investigate, identify and prioritize wildlife corridors particularly where roads bisect Core Areas identified within the Natural Heritage System and respond by investigating appropriate	3-5 Years	City of Hamilton (Planning and Economic Development -Planning Division)	Niagara Peninsula Conservation Authority	Planning Division staff will be undertaking this review through the review of the Official Plan Natural Heritage policies, which is a project that is already planned and staffed accordingly.  Financial: Costs to undertake the investigation of potential corridors and

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		best management practices and tools.				determination of best management practices is considered through the Official Plan Review costs. Any additional costs to implement wildlife protection measures will need to be referred to future capital budgets.
	3.2	Review existing inventories of protected lands to identify additional key areas (ex. alvars, Niagara Escarpment, water quality improvement areas, wildlife corridors) that should part of an overall land securement strategy.	3-5 Years	Hamilton Naturalists’ Club	City of Hamilton (Planning and Economic Development - Planning Division)  Niagara Peninsula Conservation Authority	Planning Division staff may contribute time towards providing information to assist the Hamilton Naturalists’ Club.  Financial: In-kind support.
	3.3	Review the Natural Heritage policies of the Rural and Urban Hamilton Official Plans and investigate options for amendments to strengthen protection of biodiversity in both rural and urban contexts.	1-3 Years	City of Hamilton (Planning and Economic Development - Planning Division)		Planning Division staff will be undertaking this review. Staff from other Departments across the corporation will be consulted.  Financial: Costs are covered under existing workplans.

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	3.4	Develop a Conservation Organization Working Group comprised of the City of Hamilton and conservation organizations to determine and understand acquisition priorities, assist in the evaluation of applications, and to further communicate the availability of the Natural Areas Acquisition Fund.	1-3 Years	City of Hamilton (Planning and Economic Development - Planning Division, and Office of Climate Change Initiatives)	Niagara Peninsula Conservation Authority	<p>Planning Division staff will initiate this work program related to the Natural Areas Acquisition Fund and may require additional staff support from the Office of Climate Change Initiatives once the scope of the working group is determined.</p> <p>Financial: Covered by existing Departmental budgets for initiation. If additional funds are required to further develop this action, including requirements for staff resources, this request will come through a future budget request.</p>
	3.5	Review the findings of the Natural Areas Inventories to determine which species at risk depend on City owned land and develop a plan to undertake recovery and protection activities.	3-5 Years	City of Hamilton (Public Works – Enviro. Services)	City of Hamilton (Planning and Economic Development – Planning Division)	<p>Planning Division staff will provide feedback to Public Works Department staff who are reviewing any potential sites and will make recommendations for potential mitigation techniques to ensure no negative impact. Planning Division staff will review the results of the Natural Areas Inventory and apply appropriate designations and identifications to city owned lands to protect species, as required.</p> <p>Financial: None.</p>
	3.6	Identify options to enhance the function of existing greenspaces to increase connectivity (e.g.	1-3 Years	BAP Steering Committee	City of Hamilton (Planning and Economic	Planning Division staff will consider options for connections of greenspaces through ongoing review of official plan

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		actively managing existing woodland areas for biodiversity, increasing buffer areas, restoring /creating new habitat connection.			Development - Planning Division)	mapping, and secondary plan review and development.  Financial: Covered through existing project workplans.
<b>4. Education and Stewardship</b>	4.1	Include consideration of biodiversity in the evaluation of submissions for the City of Hamilton's Urban Design Awards.	1-3 Years	City of Hamilton (Planning and Economic Development – Planning Division)		Existing staff resources in the Planning Division will assist in developing criteria to consider through the Urban Design Awards process as it relates to Biodiversity Action Plan goals.  Financial: Covered through existing budgets.
	4.6	Provide education and awareness programs to reduce bird deaths from outdoor cat population.	1-3 Years	City of Hamilton (Planning and Economic Development - Licensing and By-law Services, Animal Control)		As the scope of this project is defined, and supporting partner agencies are identified, staff resourcing will be determined, and, if needed, requests for additional staffing will be referred to the appropriate budget cycle.  Financial: Once the scope of the education and awareness campaign is defined by the lead agency and supporting partners, financial resources related to advertising or communications costs will be referred to the appropriate capital budget cycle, if required.

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	4.9	Target outreach and education to landowners who have property boundaries adjacent to natural areas.	1-3 Years	BAP Coordinator	City of Hamilton (Planning and Economic Development - Planning Division)	Planning Division staff can assist in providing natural heritage system policy descriptions and zoning information to the BAP Coordinator that may be helpful to provide to property owners.  Financial: In-kind support.
	4.12	Establish a working group to develop and implement a communications plan to raise awareness about biodiversity in Hamilton and the role everyone has to play in protecting and celebrating it. Undertake a public survey to determine if biodiversity understanding has changed in this first five-year BAP.	1-3 Years	BAP Coordinator	Niagara Peninsula Conservation Authority  Green Venture  City of Hamilton (Planning and Economic Development - Planning Division)	Planning Division staff can assist in providing communications materials about the policies of the Urban and Rural Hamilton Official Plan and supporting development of a survey.  Financial: Covered through existing Departmental budgets.
<b>5. Coordinated Invasive Species Management</b>	5.4	Strengthen working group of local organizations and agencies undertaking invasive species management in Hamilton to share data and expertise and to collaborate on management initiatives	0-1 Year	Hamilton Conservation Authority	City of Hamilton (Planning and Economic Development - Planning Division)	Planning Division staff to provide support to the working group in the form of information about invasive species collected through environmental studies submitted during the development application processes. Staff will undertake collection and review of data to be distributed to partners.

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		and maximize resources, where possible.				Financial: Covered through existing Departmental budgets.
<b>6. Aquatic Habitat Restoration and Enhancement</b>	6.2	Develop City-wide Low Impact Development Guidelines and consider landscape-based stormwater infiltration techniques for enhancement of on-site local biodiversity in accordance with area-specific environmental reviews and sub-watershed study recommendations.	0-1 Year	City of Hamilton (Planning and Economic Development – Growth Management Division)	Niagara Peninsula Conservation Authority  City of Hamilton (Public Works - Corporate Asset Management, Environmental Services, Engineering Services, Transportation Operations & Management, Hamilton Water)	This is an existing work program that is planned to be completed in the near term. No additional Planning and Economic Development resources are anticipated to be required.  Financial: None.
<b>7. Local Decision Making</b>	7.2	City-wide Green Building Standards to be implemented through review of development applications.	0-1 Year	City of Hamilton (Planning and Economic Development - Planning Division)		This is an existing work program that is planned to be completed in the near term. No additional Planning Division resources are anticipated to be required.  Financial: Recommendations for any financial requirements will come through reports related to the Green Building Standards.



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	7.3	Perform an initial review of Parks By-law for areas for improvement from a biodiversity perspective to ensure remnant forest habitats are zoned consistently.	1-3 Years	City of Hamilton (Public Works – Environmental Services)	City of Hamilton (Planning and Economic Development - Planning Division)	<p>Planning Division staff will provide required policy and zoning information any properties that have been identified by Public Works.</p> <p>Financial: In-kind support.</p>
	7.5	Consider the Biodiversity Action Plan when initiating City projects and studies, looking for opportunities for mitigation of key threats to local biodiversity.	1-3 Years	City of Hamilton (Planning and Economic Development - Planning Division)	City of Hamilton (Public Works - Corporate Facilities & Energy Management, Environmental Services, Engineering Services, Transit, Transportation Operations & Management, Waste Management)	<p>No additional resources required. Project leads will integrate consideration of the Biodiversity Action Plan into individual project charters and provide the plan as a resource to consulting teams hired through procurement processes.</p> <p>Financial: This can be incorporated into future workplans.</p>
	7.8	Initiate a City-wide Ecosystem Services Study to better understand the valuable benefits provided by natural assets in both rural and urban areas of Hamilton.	1-3 years	City of Hamilton (Planning and Economic Development - Planning Division)	City of Hamilton (Public Works – Environmental Services, and Hamilton Water)	<p>Additional staff resources in the Planning Division will be required. An external consulting team will also be needed to undertake technical review.</p> <p>Financial: Approx. \$325,000 for fees related to this work program in accordance with the estimate provided in</p>

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						Report PED23048. 1 Full Time Equivalent position will be required in the Planning Division to assist with this and other related work programs. This will be referred to the 2025 budget process.
	7.9	Develop a procedure for undertaking wildlife sweeps ahead of new developments.	3-5 Years	Hamilton Naturalists’ Club	Niagara Peninsula Conservation Authority  City of Hamilton (Planning and Economic Development - Planning Division)	Planning Division staff will work with the Hamilton Naturalists’ Club to determine how a procedure may be developed.  Financial: In-kind support.
	7.10	Review and revise the Yard Maintenance By-law to clarify regulations related to naturalized areas of private yards.	1-3 Years	City of Hamilton (Planning and Economic Development - Licensing and By-law Enforcement)		This work will be undertaken with existing staff resources.  Financial: Covered by existing Departmental budget for planned work.