

**Date:** 2022-06-10

**Subject:** **Departmental Staffing Level Benchmarking – Scope and Timing**

**Contact:** Cynthia Ogbarmey-Tetteh, Acting Director, Human Resources  
([Cynthia.OgbarmeyTetteh@brampton.ca](mailto:Cynthia.OgbarmeyTetteh@brampton.ca))

**Report Number:** Corporate Support Services-2022-648

**Recommendations:**

1. That the report to the City Council meeting of June 15, 2022 re: *Departmental Staffing Level Benchmarking – Scope and Timing* be received.

**Overview:**

- **Council Motion passed the following motion:**  
*That the Chief Administrative Officer be requested to review and report on the Organizational Structure, in comparison to other municipalities, with scope and timing of the review to be determined by Human Resources and reported to the June 15, 2022 meeting of Council.*
- **This report proposes the scope and timing of the final report to Council.**
- **A review of the City’s organizational structure, in relation to comparable municipalities across Canada, will be completed. Benchmarking will include cities similar in population and complexity.**
- **A report back to Council is planned for six (6) to eight (8) weeks.**

**Current Situation:**

In response to the Council motion, staff have outlined the following organizational structure comparison items:

1. 2022 total Corporate Full-time equivalent (FTE)
2. FTE by department and/or service provided (where available)
3. Number of FTE, per 1,000 population
4. Number of Director level or management positions

Comparable municipalities across Canada have been outlined below:

Municipality/Region	2021 Population <sup>1</sup>	1 Tier / 2 Tier
Brampton	656,480	Lower Tier
Mississauga	717,961	Lower Tier
Hamilton	569,353	Single Tier
Vancouver	662,248	Lower Tier
Calgary	1,306,784	Lower Tier
Ottawa	1,010,899	Single Tier
Markham	338,503	Lower Tier

<sup>1</sup><https://www12.statcan.gc.ca/census-recensement/2021/as-sa/98-200-x/2021001/98-200-x2021001-eng.cfm>

The final report will be contingent on the number of responses received.

Human Resources will work with the City Clerk to arrange a Council Workshop to review the structure of each department.

### **Corporate Implications:**

#### Financial Implications:

NA

#### Other Implications:

NA

### **Term of Council Priorities:**

This report supports the Council's Term of Council Priorities of being a 'Well-run City.'

### **Conclusion:**

This report addresses the request for additional information regarding the City's organizational structure in comparison to similar municipalities.

Authored by:

Stephanie Ortiz, Senior Advisor, Total  
Compensation

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[Author/Principal Writer]

Reviewed by:

Cynthia Ogbarmey-Tetteh, Acting HR  
(Human Resources) Director

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[Manager/Director]

Approved by:

Cynthia Ogbarmey-Tetteh, Acting  
Commissioner Corporate Support  
Services

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[Commissioner/Department Head]