

ITEM	SUPPLEMENTARY	18
MANAGER'S REPORT NO.		6
COUNCIL MEETING	1980 01	21

RE: BUILDING DEPARTMENT STAFF REQUIREMENTS
1980 PROVISIONAL ACCOUNTABILITY BUDGET
SPECIAL MEETING OF COUNCIL ON 1980 JANUARY 10

The following report from the Chief Building Inspector contains information on an enquiry that was raised by Council at a budget review meeting on 1980 January 10.

RECOMMENDATION:

1. THAT the report of the Chief Building Inspector be received for information purposes.

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TO: MUNICIPAL MANAGER 1980 JANUARY 17
FROM: CHIEF BUILDING INSPECTOR
RE: 1980 PROVISIONAL ACCOUNTABILITY BUDGET
SPECIAL COUNCIL MEETING 1980 JANUARY 10

RECOMMENDATION:

1. THAT this report be received for the information of Council.

REPORT:

At the Council meeting of 1980 January 10 to consider the Provisional Budget, the Chief Building Inspector was asked to provide further data related to projected staff requirements in 1980 and as appearing in the Provisional Budget for this department.

It is customary in the Building Department during preparation of Provisional budgets, and toward the end of each year, to attempt to forecast the coming year building activity for our municipality. Some of the indicators we use are:

- (1) year-to-year movement of construction values and permits issued,
- (2) level of year-end construction activity,
- (3) current applications on hand for building permits going into the new year,
- (4) level of legislation and regulation to be administered and enforced.

The year 1978 had been one of plunging construction values, or of recession in building activity in Burnaby, with the depth of recession coming around year-end. The year 1979, therefore, started off from a recession condition but by mid-year was definitely showing a turnaround, and closed the year with an improvement of 23.8% in construction value over the year 1978. This increase in overall value was spread through residential-multiple-family construction, as well as through commercial and industrial construction. In dollar figures, the year 1979 closed with a construction value of \$100.6 million as against a value in 1978 of \$81.2 million. Indications at this time, and which were used by the department in the preparation of its 1980 Provisional Budget, support the view that the buoyant construction market will carry over from the second half of 1979 and extend through 1980.

The following forecast of 1980 construction activity in Burnaby is based on: projects presently commenced and for which completion permits are to be issued, projects for which applications for building permits are pending, and by extension of routine construction activity in the various building fields:

Completion	(Cummings Diesel	\$ 500,000
Permits	(Highrise Apartment, 18-Storey, Bellwood	2,500,000
Pending	(Lowrise Apartments, Salisbury	2,300,000
	(Carrigan	1,600,000
Applications	(Burnaby 200 Housing Complexes	8,500,000
Pending	(Retail Shopping & Office Complexes (two)	3,400,000
Routine	(Housing	36,000,000
Extension	(Commercial	13,000,000
	(Industrial	23,000,000
	(Apartment/Condominiums	16,000,000
	(B.C.I.T.	<u>1,500,000</u>
	Total:	<u>\$108,300,000</u>

We regard the foregoing as a conservative estimate of coming activity and one which we feel confident will materialize. On the basis of past annual figures, the forecast level of construction activity for 1980 can be translated into upwards of 2,500 building permits, or to a level of construction activity such as prevailed in 1976 or 1977, and preceding the sharp decline of 1978.

Staff replacements reflected in the 1980 Provisional Budget include those vacated in the Plan Checking and Building Inspection Divisions during the decline in the second half of 1978 and at the beginning of 1979. The requirements also reflect the addition of a clerical person in the general office to make up for a variety of gaps in service, including:

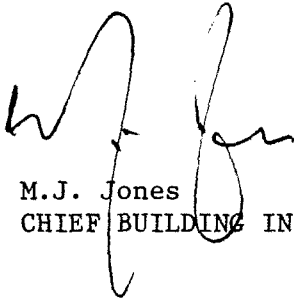
- filing and preparation of documentation for the Housing Inspection Division,
- service support to the Building Inspection Division in preparation of inspection requests and filing of inspection notices,
- assisting Plan Checking staff with the handling of a steadily increasing volume of counter enquiries and telephone enquiries from members of the general public now becoming involved directly in minor building projects,
- rendering assistance to the Maintenance Division in the upkeep of files covering 275 miscellaneous buildings within the jurisdiction of this division
- providing regular back-up assistance at the department's call desk attendant.

With this budget submission, we are not seeking replacement of a staff member each let go from the Electrical division and the Plumbing division during the decline of 1978.

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In closing, we would point out again that construction activity in 1979 rose better than 23% over that in 1978, and indications are that this high level of activity will extend through 1980. Also, we would note that revenue recovered from building permit fees in 1979 was 8.9% greater than was forecast, and that over the year the revenue target of 80% of overall department costs was achieved in 1979.

We trust the foregoing will assist Council to understand that staff replacements being requested in the Provisional Budget are made in order to render service to the construction industry in Burnaby which Council has regularly provided over the years, and that should any untoward change take place during the year, this department is ready and capable of taking appropriate action.



M.J. Jones
CHIEF BUILDING INSPECTOR

MJJ:lm
Attach.

THE CORPORATION OF THE DISTRICT OF BURNABY

BUILDING DEPARTMENT
STAFF COMPLEMENT REVIEW

	I	II	III	IV
	<u>1978, Pre-Slump</u>	<u>1978/79, Post-Slump</u>	<u>1979, Post-June</u>	<u>1980 Provisional</u>
BUILDING INSPECTIONS	8	7½ ①	7½	8 ⑥
PLUMBING	6	5 ②	5	5
ELECTRICAL	6	5 ②	5	5
PLAN CHECKING	6	5½ ①	5½	6 ⑥
ADMINISTRATION	5	5	6 ⑦	6 ⑤
MAINTENANCE	3	3	4 ③	5 ④
C.B.I./DEPUTY/SEC'TY	3	3	3	3
TOTAL:	<u>37 ③</u>	<u>34 ③</u>	<u>36</u>	<u>38</u>

- NOTES:
- ① Retirement of one permanent Building Inspector III. Replacement shared with Plan Checking.
 - ② One permanent Plumbing Inspector and one permanent Electrical Inspector let go between Nov. '78/Feb. '79.
 - ③ Prior to June '79, Maintenance staff employed one Labourer full time on hourly basis from Works Yard. Labourer transferred to Inside Division 1979 May 22. Column I and II totals actually are 38 and 35 respectively.
 - ④ One Maintenance Co-ordinator Asst. approved in 1979 Annual Budget. Recruited Oct./Nov. '79 after job specification revised.
 - ⑤ One Temporary Clerical staff retained after sick leave of regular staff member to provide office back-up, etc. (see attached report).
 - ⑥ See Note ①. Staff replacement sought to meet work load.
 - ⑦ Includes one regular staff member, on extended sick leave, on payroll of Burnaby Benefit Society.

MJJ:lm
1980 January 17

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