

REPORT

CENTRAL LAKE ONTARIO CONSERVATION AUTHORITY

DATE: January 17, 2023
FILE: RPRG3974
S.R.: 5815-23
MEMO TO: Chair and Members, CLOCA Board of Directors
FROM: Chris Jones, Director, Planning and Regulation
SUBJECT: **2022 Timeline Report for Section 28 Applications**

APPROVED BY C.A.O. 

Purpose

The purpose of this report is to present CLOCA's *Conservation Authorities Act* Section 28 application review timeline data for the calendar year 2022 pursuant to the Conservation Ontario Client Service and Streamlining Initiative.

Background: Two Sets of Section 28 Application Service Standard Guidance

Currently, guidance related to service standards for Section 28 permit applications are specified in a document from the former Ministry of Natural Resources (MNR) titled *Policies and Procedures for Conservation Authority Plan Review and Permitting Activities (2010)*. This guidance addresses administrative matters including determining "complete applications," and decision timelines for "minor" and "major" applications. Following receipt of a complete set of information or "complete application," this policy directs that conservation authorities are to render a decision (i.e., complete the review of a complete application) within 30 days for a minor application or 90 days for a major application. Applications received and issued by CLOCA in 2022 under this framework are reported in the table below under "**Policy and Procedure Timeline.**"

As part of a renewed commitment to efficient regulatory services, Conservation Ontario created a second document titled *Client Service Standards for Conservation Authority Plan and Permit Review (2019)*, which was subsequently endorsed by Conservation Ontario Council in June 2019. This guidance established a second set of service standards that conservation authorities would strive to meet as a best practice. Under this framework, for applications with complete information, conservation authorities would complete their review and make a decision within 28 days for "major" applications, 21 days for "minor" applications and within 14 days for "routine" applications. Applications received and issued by CLOCA in 2022 under this second framework are reported in the table below under "**CO Guideline Timeline.**"

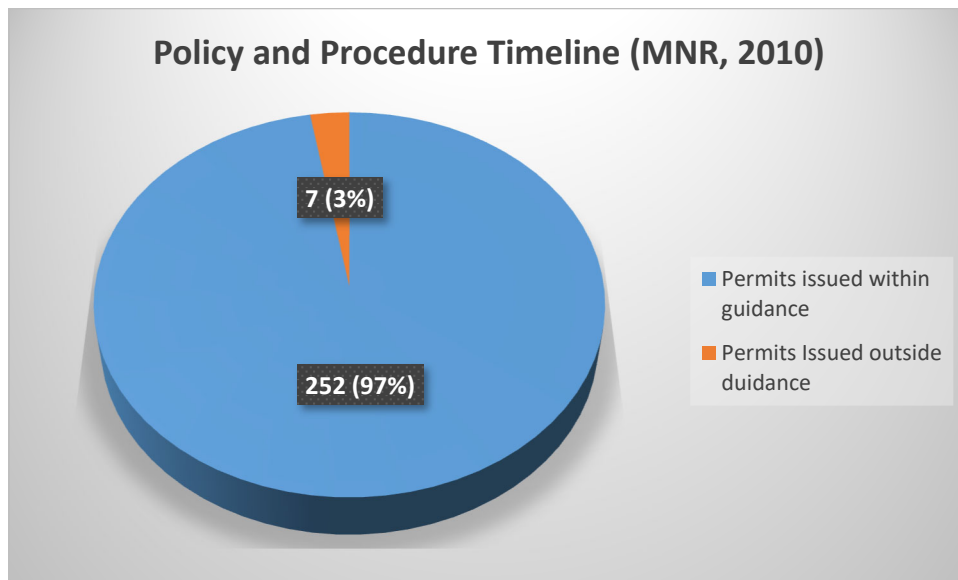
2022 Data and Results

The following table presents the 2022 timeline results for the 259 permits that were received and issued by CLOCA in 2022. The Major, Minor and Routine application types are based upon the level of complexity and scale of the application, as determined by staff during the course of the review process.

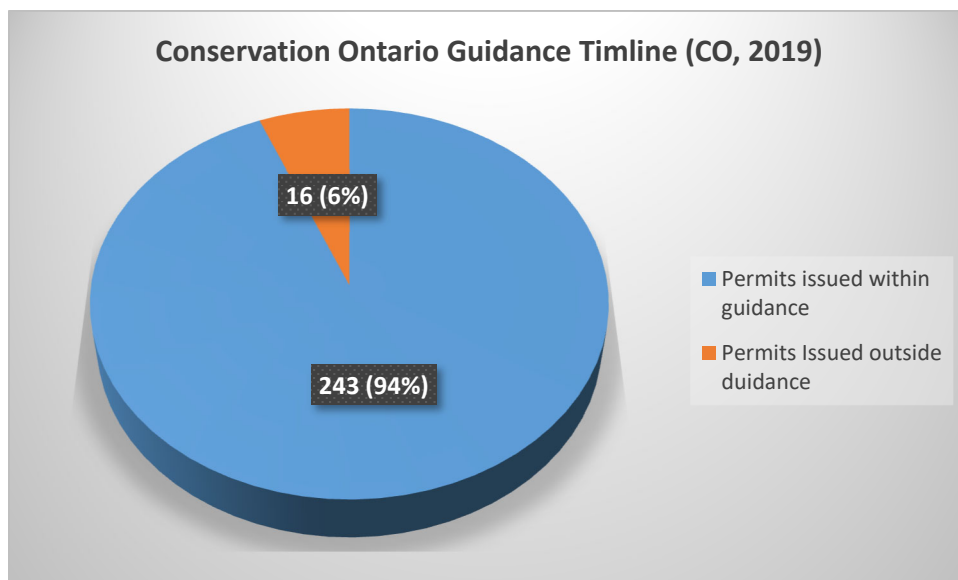
Guidance Framework	Application Type	Number of Permits Issued
<i>Policy and Procedure Timeline (MNR, 2010)</i>	Count Within Major	15
	Count Within Minor	237
	Count Outside Major	0
	Count Outside Minor	7
Total Permits Issued		259

CO Guidance Timeline (Conservation Ontario, 2019)	Count Within Major	11
	Count Within Minor	208
	Count Within Routine	24
	Count Outside Major	3
	Count Outside Minor	7
	Count Outside Routine	6
Total Permits Issued		259

The following pie chart illustrates that 97% of permits were issued by CLOCA in 2022 within the MNR, 2010 guidance (79% in 2020 and 97% in 2021). 3% permit were issued outside the guidance timelines (21% in 2020, 3% in 2021). This represents a continuation in performance with the 2020 results, which were exceptional.



The following pie chart illustrates that 94% of permits were issued by CLOCA in 2022 within the Conservation Ontario, 2019 guidance (74% in 2020 and 94% in 2021). 6% of permits were issued outside of the guidance timelines (26% in 2020 and 6% in 2021). These results represent a continuation of the exceptional results in 2021.



Analysis

The data presented in this report represents the third year of CLOCA's annual reporting on Section 28 applications. Compared against the base-line data obtained in the 2020 and 2021 results, the 2022 results of 97% and 94% of permits having been issued within the relevant guidance represents conformity to the established timeliness performance standards set out by the province and Conservation Ontario, respectively. Using experience from the first years of tracking, staff anticipate that future results will be in range between 2021 and 2022 performance with 2022 results being a ceiling. Staff will continue to focus effort to issue permits within the guidance to the greatest extent possible.

Conclusion

In accordance with the Conservation Ontario guidance for "High Growth Conservation Authorities," which includes CLOCA, it is intended that this report will also be published on the CLOCA Planning and Regulation web page and that results will be reported annually each January.

RECOMMENDATION:

THAT Staff Report # 5815-23 be received for information.