



City of
Peterborough

TO: Members of the Joint Services Steering Committee

FROM: Brian Horton, Senior Director of Corporate Services

MEETING DATE: November 18, 2010

**SUBJECT: Report CPFPRSJSSC10-001
POA, Social Services, and Social Housing Draft 2011 Budgets**

PURPOSE

A report to present the draft 2011 POA, Social Services, and Social Housing Budgets, and to recommend that the Joint Services Steering Committee endorse the budgets and recommend to City and County Councils that the budgets be reflected in their respective draft 2011 Municipal Budget Documents.

RECOMMENDATION

That the Joint Services Steering Committee approve the recommendation outlined in report CPFPRSJSSC10-001, dated November 18, 2010, of the Senior Director of Corporate Services, as follows:

That the Joint Services Steering Committee endorse the draft 2011 POA, Social Services, and Social Housing Budgets as set out in **Appendix A** to report CPFPRSJSSC10-001, and recommend to City and County Councils the budgets be reflected in their respective draft 2011 Municipal Budget Documents.

BUDGET AND FINANCIAL IMPLICATIONS

The following chart summarizes the net tax levy impacts for the City and County.

Description Col 1	2010 Net Tax Levy Impact Col 2	2011 Net Tax Levy Impact Col 3	\$ Change Col 4	% Change Col 5
County				
POA (Net revenues)	(621,884)	(506,912)	114,972	18.5%
Social Services	3,612,907	2,873,788	(739,119)	(20.5%)
Social Housing	4,438,153	4,559,750	121,597	2.7%
Total County	7,429,176	6,926,626	(502,550)	(6.8%)
City				
POA (Net revenues)	(558,162)	(445,931)	112,231	20.1%
Social Services	14,405,611	10,491,287	(3,914,324)	(27.2%)
Social Housing	3,983,388	4,011,208	27,820	0.7%
Total City	17,830,837	14,056,564	(3,774,273)	(21.2%)

Note

- The 2011 Net Tax Levy Impact figures do not reflect the 1% increase in OMERS contribution rates to take effect January 1, 2011. The City has allocated funds in its 2011 General Contingency to cover the estimated impact for all departments and will adjust departmental budgets, including those shown in this table when final impacts are known

BACKGROUND

City staff will be presenting the attached draft 2011 budgets for the POA, Social Services, and Social Housing areas during the November 18, 2010 Joint Services Steering Committee.

Submitted by,

Brian W. Horton
Senior Director of Corporate Services

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Appendix A

Draft 2011 Budgets for
- POA
- Social Services
- Social Housing

APPENDIX A

2011 OPERATING BUDGET

FORM 1

Department: LEGAL SERVICES
Division: PROVINCIAL OFFENCES ACT OFFICE

Activity Name: PROVINCIAL OFFENCES ACT OFFICE
Budget Account #: 101-183

Statement of Purpose:

The Provincial Offences Office provides the administration, delivery of court services and prosecution of charges laid under the Provincial Offences Act ("Act"), in the City and County of Peterborough, in compliance with the Act, the Memorandum of Understanding (MOU) with the Ministry of the Attorney General (MAG), and the Intermunicipal Service Agreement.

Highlights

Net revenues are divided between the City and the County of Peterborough based on relative weighted assessment. The County's share for 2011 is 53.2%.

It is anticipated that the number of Part 1 Tickets and Part 3 Informations will decrease by 10% in 2011. Part 1 Tickets carry set fines and may be paid out of court. Part 3 Informations require disposition by the court and are usually utilized in more serious offences such as, but not limited to, violations under the Compulsory Automobile Insurance Act, Highway Traffic Act, Fish and Wildlife Conservation Act and Ontario New Home Warranties Act.

Increases in the Operating Budget are due to higher contractual expenses (i.e. increased leasing costs to ORC), inflationary increases, and new Ministry of the Attorney General standards (i.e. accredited interpreters) that must now be used.

Performance Data/Work Program:

The public continues to have the option to pay fines through the Internet. The use of the On-line payment options continues to increase. Approximately 1,652 transactions occurred in 2009 and in the 1st quarter of 2010, approximately 629 transactions have occurred. The contract with Paytickets, as of June 15, 2010, allow for payments of Part III tickets.

Charges Received	2006	2007	2008	2009	2010 As of April 30
Federal Part 1 Ticket	395	430	233	237	*16
Federal Part 3 Information	31	23	35	23	15
Provincial Part 1 Tickets	15,800	17,223	18,226	15,300	5,046
Provincial Parking	7,474	7,221	7,352	7,744	2,952
Provincial Part 3 Information	1,645	2,051	1,818	1,663	705

* Includes seasonal (May-September) MNR fishing infractions

Staff Complement (Forms 3,4, &5)	2010 Approved	2011 Request
Established Full Time Salary	6.600	6.600
Established Full Time Wage		
Part Time Positions	0.547	0.549
TOTAL F.T.E.	7.147	7.149

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
LEGAL SERVICES							
Gross Expenditures							
Provincial Offences Act Office	1,026,954	1,017,266	-0.9%	(9,688)	1,057,157	2.9%	30,203
	1,673,533	1,663,845	-0.6%	(9,688)	1,731,799	3.5%	58,266
Revenues							
Provincial Offences Office	1,585,116	1,439,529	-9.2%	(145,587)	1,503,088	-5.2%	(82,028)
	1,585,116	1,439,529	-9.2%	(145,587)	1,503,088	-5.2%	(82,028)
Net Requirements							
Provincial Offences Act Office	(558,162)	(422,263)			(445,931)	-20.1%	112,231

Note: The \$1,503,088 Budgeted Revenue noted above is comprised of Gross Budgeted POA Revenue (\$2,010,000) and the County's Share of POA Requirements (\$506,912).

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2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
Provincial Offences Office							
Personnel	522,080	522,080			531,447	1.8%	9,367
Contractual	100,896	89,950	-10.8%	(10,946)	105,279	4.3%	4,383
Materials, Supplies	47,388	47,738	0.7%	350	50,238	6.0%	2,850
Repair and Maintenance	1,500	1,000	-33.3%	(500)	1,000	-33.3%	(500)
Fees	317,073	318,073	0.3%	1,000	328,838	3.7%	11,765
New Equipment	1,000	1,000			1,000		
Rentals	20,662	22,000	6.5%	1,338	23,000	11.3%	2,338
Travelling, Training	16,355	15,425	-5.7%	(930)	16,355		
Other and Recoveries							
TOTAL	1,026,954	1,017,266	-0.9%	(9,688)	1,057,157	2.9%	30,203
Revenue							
Fine Revenue	2,207,000	1,910,000	-13.5%	(297,000)	2,010,000	-8.9%	(197,000)
Net Municipal Share	(1,180,046)	(892,734)	-24.3%	287,312	(952,843)	-19.3%	227,203
County Allocation	(621,884)	(470,471)	-24.3%	151,413	(506,912)	-18.5%	114,972
NET REVENUE	(558,162)	(422,263)	-24.3%	135,899	(445,931)	-20.1%	112,231

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
SOCIAL SERVICES - GROSS EXPENDITURES							
Social Assistance							
Ontario Works - Administration	5,335,495	5,322,611	-0.2%	(12,884)	5,821,360	9.1%	485,865
Ontario Works - 100% Provincial Funded	159,157	266,600	67.5%	107,443		-100.0%	(159,157)
Ontario Works - Mandatory Benefits	32,938,141	29,297,450	-11.1%	(3,640,691)	33,104,450	0.5%	166,309
Ontario Works - Discretionary Benefits	1,638,927	2,074,480	26.6%	435,553	1,820,360	11.1%	181,433
Ontario Works - Employment	3,006,237	3,008,300	0.1%	2,063	3,018,938	0.4%	12,701
Addiction Services	539,523	539,523			539,523		
Enhanced Employment Services	329,394	621,204	88.6%	291,810		-100.0%	(329,394)
ODSP - Benefits	4,816,036	4,813,158	-0.1%	(2,878)		-100.0%	(4,816,036)
Homemakers & Nurses	28,192	28,734	1.9%	542	28,734	1.9%	542
Ontario Works - Hostels and Drop In Centre	1,317,900	1,302,904	-1.1%	(14,996)	1,302,905	-1.1%	(14,995)
Peterborough Employment Resource Centre (PERC)	618,318	539,843	-12.7%	(78,475)	591,993	-4.3%	(26,325)
Homelessness - CHPP	167,115	172,093	3.0%	4,978	172,093	3.0%	4,978
	50,894,435	47,986,900	-5.7%	(2,907,535)	46,400,356	-8.8%	(4,494,079)
Childrens Services and Community Partnerships							
Childrens Services Administration	482,356	474,283	-1.7%	(8,073)	574,171	19.0%	91,815
Best Start	513,915	2,055,800	300.0%	1,541,885	2,170,250	322.3%	1,656,335
Fee Subsidy Program	1,975,839	1,975,839			1,975,839		
Directly Operated Programs	261,878	256,989	-1.9%	(4,889)	272,161	3.9%	10,283
Social Assistance Restructuring Re-investment	138,908	138,908			138,908		
Ontario Works Child Care - Formal and Informal	572,250	572,250			572,250		
Wage Subsidy Program	1,911,121	1,911,057		(64)	1,911,121		
Special Needs Resource Funding	1,270,306	1,270,306			1,270,306		
Community Social Plan	270,644	270,644			273,952	1.2%	3,308
	7,397,217	8,926,076	20.7%	1,528,859	9,158,958	23.8%	1,761,741
TOTAL GROSS EXPENDITURES	58,291,652	56,912,976	-2.4%	(1,378,676)	55,559,314	-4.7%	(2,732,338)

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
SOCIAL SERVICES - SUBSIDIES							
Social Assistance							
Ontario Works - Administration	2,180,637	2,180,637			2,447,237	12.2%	266,600
Ontario Works - 100% Provincial Funded	159,157	266,600	67.5%	107,443		-100.0%	(159,157)
Ontario Works - Mandatory Benefits	26,548,142	23,613,745	-11.1%	(2,934,397)	26,880,814	1.3%	332,672
Ontario Works - Discretionary Benefits	1,352,661	1,701,339	25.8%	348,678	1,508,131	11.5%	155,470
Ontario Works - Employment	2,397,399	2,379,553	-0.7%	(17,846)	2,415,246	0.7%	17,847
Addiction Services	465,618	465,618			470,053	1.0%	4,435
Enhanced Employment Services	329,394	621,204	88.6%	291,810		-100.0%	(329,394)
ODSP - Benefits							
Homemakers & Nurses	22,803	23,242	1.9%	439	23,242	1.9%	439
Ontario Works - Hostels and Drop In Centre	738,286	722,928	-2.1%	(15,358)	735,491	-0.4%	(2,795)
Peterborough Employment Resource Centre (PERC)	618,318	539,843	-12.7%	(78,475)	591,993	-4.3%	(26,325)
Homelessness - CHPP	167,115	172,093	3.0%	4,978	172,093	3.0%	4,978
	34,979,530	32,686,802	-6.6%	(2,292,728)	35,244,300	0.8%	264,770
Childrens Services and Community Partnerships							
Childrens Services Administration	165,680	165,680			165,680		
Best Start	513,915	2,055,800	300.0%	1,541,885	2,170,250	322.3%	1,656,335
Fee Subsidy Program	1,580,671	1,580,671			1,580,671		
Directly Operated Programs							
Social Assistance Restructuring Re-investment							
Ontario Works Child Care - Formal and Informal	457,800	457,800			457,800		
Wage Subsidy Program	1,559,293	1,559,293			1,559,293		
Special Needs Resource Funding	1,016,245	1,016,245			1,016,245		
Community Social Plan							
	5,293,604	6,835,489	29.1%	1,541,885	6,949,939	31.3%	1,656,335
TOTAL SUBSIDY	40,273,134	39,522,291	-1.9%	(750,843)	42,194,239	4.8%	1,921,105

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
SOCIAL SERVICES - COUNTY CONTRIBUTION							
Social Assistance							
Ontario Works - Administration	599,423	596,975	-0.4%	(2,448)	674,825	12.6%	75,402
Ontario Works - 100% Provincial Funded							
Ontario Works - Mandatory Benefits	1,204,087	1,064,248	-11.6%	(139,839)	1,238,133	2.8%	34,046
Ontario Works - Discretionary Benefits	51,462	62,485	21.4%	11,023	56,057	8.9%	4,595
Ontario Works - Employment	115,679	119,462	3.3%	3,783	120,738	4.4%	5,059
Addiction Services	14,042	14,042			13,894	-1.1%	(148)
Enhanced Employment Services							
ODSP - Benefits	870,703	856,833	-1.6%	(13,870)		-100.0%	(870,703)
Homemakers & Nurses	1,244	1,347	8.3%	103	1,347	8.3%	103
Ontario Works - Hostels and Drop In Centre	170,000	170,000			170,000		
Peterborough Employment Resource Centre (PERC)							
Homelessness - CHPP							
	3,026,640	2,885,392	-4.7%	(141,248)	2,274,994	-24.8%	(751,646)
Childrens Services and Community Partnerships							
Childrens Services Administration	82,336	80,237	-2.5%	(2,099)	102,123	24.0%	19,787
Best Start							
Fee Subsidy Program	102,744	102,744			98,792	-3.8%	(3,952)
Directly Operated Programs	68,088	66,817	-1.9%	(1,271)	68,041	-0.1%	(47)
Social Assistance Restructuring Re-investment	18,500	18,500			18,500		
Ontario Works Child Care - Formal and Informal	21,746	21,746			22,890	5.3%	1,144
Wage Subsidy Program	91,475	80,920	-11.5%	(10,555)	87,957	-3.8%	(3,518)
Special Needs Resource Funding	66,056	66,056			63,515	-3.8%	(2,541)
Community Social Plan	135,322	135,322			136,976	1.2%	1,654
	586,267	572,342	-2.4%	(13,925)	598,794	2.1%	12,527
SUBTOTAL COUNTY CONTRIBUTION	3,612,907	3,457,734	-4.3%	(155,173)	2,873,788	-20.5%	(739,119)

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
SOCIAL SERVICES - CITY NET REQUIREMENTS BEFORE OMPF REVENUE AND RESERVE TRANSFERS							
Social Assistance							
Ontario Works - Administration	2,555,435	2,544,999	-0.4%	(10,436)	2,699,298	5.6%	143,863
Ontario Works - 100% Provincial Funded							
Ontario Works - Mandatory Benefits	5,185,912	4,619,457	-10.9%	(566,455)	4,985,503	-3.9%	(200,409)
Ontario Works - Discretionary Benefits	234,804	310,656	32.3%	75,852	256,172	9.1%	21,368
Ontario Works - Employment	493,159	509,285	3.3%	16,126	482,954	-2.1%	(10,205)
Addiction Services	59,863	59,863			55,576	-7.2%	(4,287)
Enhanced Employment Services							
ODSP - Benefits	3,945,333	3,956,325	0.3%	10,992		-100.0%	(3,945,333)
Homemakers & Nurses	4,145	4,145			4,145		
Ontario Works - Hostels and Drop In Centre	409,614	409,976	0.1%	362	397,414	-3.0%	(12,200)
Peterborough Employment Resource Centre (PERC)							
Homelessness - CHPP							
	12,888,265	12,414,706	-3.7%	(473,559)	8,881,062	-31.1%	(4,007,203)
Childrens Services and Community Partnerships							
Childrens Services Administration	234,340	228,366	-2.5%	(5,974)	306,368	30.7%	72,028
Best Start							
Fee Subsidy Program	292,424	292,424			296,376	1.4%	3,952
Directly Operated Programs	193,790	190,172	-1.9%	(3,618)	204,120	5.3%	10,330
Social Assistance Restructuring Re-investment	120,408	120,408			120,408		
Ontario Works Child Care - Formal and Informal	92,704	92,704			91,560	-1.2%	(1,144)
Wage Subsidy Program	260,353	270,844	4.0%	10,491	263,871	1.4%	3,518
Special Needs Resource Funding	188,005	188,005			190,546	1.4%	2,541
Community Social Plan	135,322	135,322			136,976	1.2%	1,654
	1,517,346	1,518,245	0.1%	899	1,610,225	6.1%	92,879
NET COST SOCIAL SERVICES BEFORE OMPF AND RESERVE	14,405,611	13,932,951	-3.3%	(472,660)	10,491,287	-27.2%	(3,914,324)

2011 OPERATING BUDGET

FORM 1

Department: COMMUNITY SERVICES
Division: SOCIAL SERVICES

Activity Name: SOCIAL ASSISTANCE
Budget Account #: 521, 525, 527, 528, 530, 532, 533, 534, 535, 536, 538, 539, 541, 544, 546, 548, 552, 555, 557, 562, 563, 564, 577

Statement of Purpose:

To provide for personnel, corporate administration and other support costs to deliver local programs including:

Financial Assistance- to provide basic benefits to eligible residents to assist with food, shelter, clothing, health and non-health related items and services

Employment Services- to assist participants to increase employability through active job search, job coaching, job-specific skills training, job placement, Addiction Services, volunteer placement and basic education and upgrading

Homelessness Intervention- to connect homeless, or at risk families and single individuals, with community services to maintain longer-term housing; and

Peterborough Employment Resource Centre (PERC)-to provide area residents with job search supports including resume workshops, computers and a resource library.

Highlights:

The net Social Assistance budget shows a decrease of \$4,007,203 for the City and \$751,646 for the County, which is mainly the result of the Province covering 100% of ODSP costs in 2011.

Ontario Works benefits are cost shared 81.2% by the Province and 18.8% by municipalities. The Province previously announced plans to fully upload social assistance benefit costs, beginning in 2010 until 2018. For 2011, the gross Ontario Works program expenditures are increasing but the effect on municipal budgets depends on the caseload split. For the County there is a small increase; for the City, a small decrease.

Administration costs are shared 50-50 with the Province up to a Ministry approved cap. Expenditure increases reflect staff salary increases and the replacement of a number of computers. While there are new expenditures in Administrative training and development, this is a reallocation from other activities, not a net increase. 2010 actual 100% Provincially funded programs are \$107,000 more than 2010 budget due to full year funding received that was not expected in the budget.

Employment service programs are cost shared 81.2% by the Province while the municipalities' share is 18.8%, up to a Ministry approved cap and subject to the achievement of employment performance targets. Forecasted caseload increases will result in higher program costs.

Homelessness funding supports emergency shelter programs and services including 80-hostel beds, a drop in centre and shelter-to-housing case management. Homelessness expenditures are expected to remain at 2010 levels with no increase in municipal contributions expected for 2011.

PERC is funded through a Provincial grant under the umbrella of Employment Ontario (EO). The Province is currently reviewing EO employment and training services. The PERC contract has been extended until March 31, 2011; no new staffing increases or program enhancements are being considered. The budget has been prepared in anticipation of a contract extension.

Performance Data/Work Program:

	Description	2010 Budget	2010 Projected	2011 Budget	% Budget Change 2010 to 2011
1	OW Caseload	4,190	3,744	4,147	1.02-
2	Participant Count	4,747	4,306	4,769	0.46+
3	Participants Starting Employment	1,617	1,617	1,658	2.5+
4	Hostel Days of Care Provided	18,980	18,980	18,980	0.0
5	Average Length of Stay - Days	14	14	14	0.0
6	Number of Client Visits (PERC)	35,700	35,700	34,808	2.5-
7	Number of Clients Served (PERC)	14,208	14,208	13,853	2.5-

	Description	Actual 2009	Budget 2010	Projected 2010	Budget 2011
1	Gross Social Assistance Budget	47,296,659	50,894,436	47,986,900	46,400,356
2	Municipal Share (City and County) Social Assistance Budget	17,915,659	15,914,905	15,300,098	11,156,056

Staff Complement (Forms 3,4, & 5)	2010 Approved	2011 Request
Established Full Time Salary	99.750	99.350
Established Full Time Wage		
Part Time Positions	1.026	1.030
TOTAL F.T.E.	100.776	100.380

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
Social Assistance							
Personnel	6,651,772	6,499,410	-2.3%	(152,362)	6,722,905	1.1%	71,133
Contractual	43,152,814	40,318,168	-6.6%	(2,834,646)	38,466,388	-10.9%	(4,686,426)
Materials, Supplies	150,587	133,873	-11.1%	(16,714)	142,242	-5.5%	(8,345)
Repair and Maintenance							
Fees & Debt Charges	91,421	92,124	0.8%	703	87,497	-4.3%	(3,924)
Equipment	13,500	12,986	-3.8%	(514)	12,500	-7.4%	(1,000)
Rental	735,159	698,758	-5.0%	(36,401)	731,946	-0.4%	(3,213)
Travelling, Training	147,404	139,741	-5.2%	(7,663)	141,539	-4.0%	(5,865)
Other	(139,417)		100.0%	139,417		100.0%	139,417
Recoveries	(75,920)	(80,253)	-5.7%	(4,333)	(76,754)	-1.1%	(834)
TOTAL	50,727,320	47,814,807	-5.7%	(2,912,513)	46,228,263	-8.9%	(4,499,057)
Revenue							
Subsidies	33,568,074	31,241,376	-6.9%	(2,326,698)	34,008,889	1.3%	440,815
Subsidies - 100% Funded	1,244,341	1,273,333	2.3%	28,992	1,063,318	-14.5%	(181,023)
County Share	3,026,640	2,885,392	-4.7%	(141,248)	2,274,994	-24.8%	(751,646)
TOTAL	37,839,055	35,400,101	-6.4%	(2,438,954)	37,347,201	-1.3%	(491,854)
NET REQUIREMENT	12,888,265	12,414,706	-3.7%	(473,559)	8,881,062	-31.1%	(4,007,203)

2011 OPERATING BUDGET

FORM 1

Department: COMMUNITY SERVICES
Division: SOCIAL SERVICES

Activity Name: CHILDREN'S SERVICES AND COMMUNITY PARTNERSHIPS

Budget Account #: 101-501, 503, 505, 507, 508, 509, 510, 511, 512, 517, 547

Statement of Purpose:

To provide for personnel and other support costs to deliver Children's Services programs in the City and County of Peterborough and for the direct funding of fee subsidy, wage subsidy and Special Needs resources so that families can be provided child care to assist them in their employment, training and educational needs and to ensure quality care for children in licensed child care programs.

The costs of other community development initiatives and planning activities that the Social Services Division is involved with, including the Community Social Plan and the Social Assistance Reinvestment Strategy, are also included under Community Partnerships.

Highlights:

It had been anticipated that the 100% Best start funds would be reduced during 2010. However, the level of funding support for 2011 is now anticipated to be similar to 2010, including the re-instatement of the two F.T.E. positions that were scheduled for elimination.

The cost of Children's Services Administration has increased by 19%, primarily due to a reduction in the charge back to Ontario Works employment for the administration of the Ontario Works Formal and Informal Fee subsidy programs. It was felt that these costs should be allocated based on the work of one caseworker, which is approximately a 10% administration fee for this service.

During 2011, Phase one of Early Learning, funded by Best Start funds, will be completed and Phase two will be underway. A small amount of 100% transitional funding from the Ministry is anticipated in 2011, similar to the \$85,100 received in 2010, to assist with some of the impact of Early Learning. Child care programs may also have to refocus their services for children 0-4 years old as four and five year olds move to the Early Learning program from child care to be financially viable. \$175,000 of the unconditional grant has been budgeted in 2011 to further assist with the impact of the Early Learning. As this is a 5-year implementation, the Division would propose to use a portion of the unconditional grant in each of the five years.

In 2010, a new centre in Apsley opened with 50 spaces but two other County centres are closing. This now brings the total formal child care spaces in the County to 554, and in the City to 1,681, resulting in a 75% City and a 25% County split of the 2011 costs of the children's services program (74/26 split in 2010).

Community Social Plan (CSP) staff work to implement socio-economic planning and community development activities across Peterborough County. Top priorities include youth engagement, seniors, transportation, and the enhancement of local service

delivery. Help Centres are established in Havelock-Belmont-Methuen and Galway-

Cavendish-Harvey. These townships provide in-kind contributions estimated at \$10,000 for dedicated phones, hydro, caretaking and library space to support this service.

The CSP budget includes contributions of \$30,000 to the United Way, which includes the three-way partnership for the development of the Community Handbook and the Information Database Services (fourinfo.com), and 211 service. The balance of \$58,000 is the City and County Share of funding for the Peterborough Social Planning Council. The CSP budget continues to be cost shared 50/50 between the City and County.

Social Assistance Reinvestment for 2010 allowed for increased emergency assistance funds, a contribution to the Peterborough Poverty Reduction Network planning and development, and to a Housing Social Work Program for Sunshine Homes through an agreement between the Housing Division and the Community Counselling and Resource Centre. These initiatives are planned to continue at the same level in 2011 with a total City contribution of \$120,408.

Performance Data/Work Program:

- In 2011 it is anticipated that there will be 1,132 families and 1,387 children served through children's services programs. These numbers demonstrate a small increase over 2010 due to the opening of the Apsley Child Care program in the spring of 2010.
- Social Assistance Reinvestment will provide 210 families with emergency assistance including eviction prevention and related supports.
- 80 individuals receive assistance and referral to community programs and services through the CSP Help Centres.
- Expansion of Community Social Plan activities to include North Kawartha, Asphodel-Norwood and Otonabee-South Monaghan.

Staff Complement (Forms 3,4, & 5)	2010 Approved	2011 Request
Established Full Time Salary	22.079	22.236
Established Full Time Wage		
Part Time Positions	5.325	5.344
TOTAL F.T.E.	27.404	27.580

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
Childrens Services and Community Partnerships							
Personnel	1,637,001	1,726,650	5.5%	89,649	1,745,962	6.7%	108,961
Contractual	7,238,846	8,434,114	16.5%	1,195,268	8,949,260	23.6%	1,710,414
Materials, Supplies	53,822	66,649	23.8%	12,827	68,035	26.4%	14,213
Repair and Maintenance	25,900	25,900			28,100	8.5%	2,200
Fees and Debt Charges	1,203	1,203			1,203		
New Equipment	2,100	2,100			2,100		
Rentals	89,827	76,824	-14.5%	(13,003)	79,865	-11.1%	(9,962)
Travelling, Training	29,170	28,913	-0.9%	(257)	29,918	2.6%	748
Other							
Recoveries	(1,513,537)	(1,264,184)	16.5%	249,353	(1,573,392)	-4.0%	(59,855)
TOTAL	7,564,332	9,098,169	20.3%	1,533,837	9,331,051	23.4%	1,766,719
Revenue							
Subsidies	5,293,604	6,835,489	29.1%	1,541,885	6,949,939	31.3%	1,656,335
100% Subsidies	167,115	172,093	3.0%	4,978	172,093	3.0%	4,978
County Share	586,267	572,342	-2.4%	(13,925)	598,794	2.1%	12,527
TOTAL	6,046,986	7,579,924	25.4%	1,532,938	7,720,826	27.7%	1,673,840
NET REQUIREMENT	1,517,346	1,518,245	0.1%	899	1,610,225	6.1%	92,879

2011 OPERATING BUDGET

FORM 1

Department: PLANNING AND DEVELOPMENT
Division: HOUSING

Activity Name: HOUSING
Budget Account #: 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805

Statement of Purpose:

The City of Peterborough is the provincially designated Service Manager for a portfolio of approximately 2,000 social housing units in the City and County, managed by 21 non-profit providers. The City partners with the private and non-profit sector to build new affordable rental housing, and provides housing information, research and support programs to assist low-income households.

Highlights:

The majority of the Housing Division's budget is used to pay for social housing based on formulas provided by the Province. The consolidated service agreement uses a weighted average to calculate the City-County proportionate social housing share, and in 2011 the County's share is 53.2% (52.7% in 2010).

The Social Housing Reform Act (2000), sets out the City's social housing responsibilities, which include:

- Maintaining service level standards (1,463 units which are rent geared-to-income)
- Calculating and paying annual subsidies using several funding formulas
- Managing a social housing waiting list, operated by Housing Access Peterborough
- Providing local rules about eligibility, priority and occupancy
- Conducting operational reviews, managing projects in receivership; and
- Reporting to the province on annual compliance.

Social Housing is a valuable community asset. The effective management of social housing must go beyond the basic legislation. The City has: sought new ways to achieve efficiencies in asset management, property management and repair projects; supported good governance among the several hundred volunteer board members; and managed projects out of receivership. In 2011, it is proposed that the City develop a local Strategic Plan for Social Housing as recommended by the Office of the Auditor General.

The City also participates in new affordable housing programs, by administering one-time funding, monitoring construction progress and ensuring annual compliance over 20 years for new programs including:

- Rental and Supportive Housing (472 units)
- Housing Allowance (37 units)
- Social Housing Repair and Retrofit (189 projects)
- Homeownership (49 loans); and
- Renewable Energy Initiative (up to 6 projects).

The Housing Division's administrative responsibilities have increased considerably with the introduction in 2004 of the new provincial funding opportunities, which are anticipated to continue in 2011. As a result, in 2009, approval was received to add 1.0 FTE on a contractual basis for two years. This approval ends in 2011. Expenditure increases this year include a new housing caseworker, fully funded through Social Services (\$50,000) and Peterborough Housing Corporation operating cost increases (salaries, insurance, taxes) of \$198,000. These cost increases are partially offset by a reduction in the requirements for the Non-Profit housing providers. In 2010 the Province provided capital funding for social housing repairs (SHRP). As a result \$1.0 million in budgeted DOOR funding was largely unused in 2010 but will be available for capital repairs in 2011.

Also in 2010, consultations on a Housing Strategy for the Peterborough Area commenced, and collaborative work with the community housing experts will continue in 2011. The Division will provide housing information and support programs through service contracts with the Housing Resource Centre (HRC), and Peterborough Housing Corporation (PHC), and will support the Affordable Housing Action Committee (AHAC) in their annual publication (Housing is Fundamental) and their research projects.

Performance Data/Work Program:

The Division's 2011 work program has four main elements: Social Housing (including rent supplement and repair programs); new Affordable Housing (including housing allowance homeownership, and renewable energy programs); Housing Information, research and support programs to assist low-income households; and Housing policy.

The need for affordable housing is demonstrated through objective measures: over 1,400 households remain on the social housing waiting list and the average two-bedroom apartment rent increased by 2.1% in the private market. The latest vacancy rate is 6%, with the majority of vacancies in the high end of the market (i.e. \$999 per month and over). Vacancy rates in units with affordable rent will continue to go lower.

Staff Complement (Forms 3,4, & 5)	2010 Approved	2011 Request
Established Full Time Salary	7.400	7.400
Established Full Time Wage		
Part Time Positions		
TOTAL F.T.E.	7.400	7.400

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
HOUSING							
Gross Expenditures							
Housing Administration	904,635	861,199	-4.8%	(43,436)	969,419	7.2%	64,784
Peterborough Housing Corporation	2,552,000	2,552,000			2,750,000	7.8%	198,000
Rent Supplement Programs	1,776,970	1,761,970	-0.8%	(15,000)	1,751,970	-1.4%	(25,000)
Non Profit and Native Housing Providers	6,784,000	6,784,000			6,850,000	-2.0%	(134,000)
Housing Resource Centre	272,526	272,526			276,935	1.6%	4,409
Housing Access Peterborough	121,233	121,233			123,660	2.0%	2,427
Special Program Funding - DOOR	1,000,000	100,000	-90.0%	(900,000)	1,000,000		
	13,411,364	12,452,928	-7.1%	(958,436)	13,521,984	0.8%	110,620
Revenues							
Housing Administration	567,926	527,643	-7.1%	(40,283)	606,991	6.9%	39,065
Peterborough Housing Corporation	1,666,344	1,666,344			1,779,194	6.8%	112,850
Rent Supplement Programs	1,241,414	1,226,414	-1.2%	(15,000)	1,220,123	-1.7%	(21,291)
Non Profit and Native Housing Providers	4,720,102	4,720,102			4,666,934	-1.1%	(53,168)
Housing Resource Centre	168,300	168,300			171,747	2.0%	3,447
Housing Access Peterborough	63,890	63,890			65,787	3.0%	1,897
Special Program Funding - DOOR	1,000,000	100,000	-90.0%	(900,000)	1,000,000		
	9,427,976	8,472,693	-10.1%	(955,283)	9,510,776	0.9%	82,800
Net Requirements							
Housing Administration	336,709	333,556	-0.9%	(3,153)	362,428	7.6%	25,719
Peterborough Housing Corporation	885,656	885,656			970,806	9.6%	85,150
Rent Supplement Programs	535,556	535,556			531,847	-0.7%	(3,709)
Non Profit and Native Housing Providers	2,063,898	2,063,898			1,983,066	-3.9%	(80,832)
Housing Resource Centre	104,226	104,226			105,188	0.9%	962
Housing Access Peterborough	57,343	57,343			57,873	0.9%	530
Special Program Funding - DOOR							
	3,983,388	3,980,235	-0.1%	(3,153)	4,011,208	0.7%	27,820

CITY OF PETERBOROUGH

2011 Operating Budget Summaries

Description	2010 Approved	2010 Preliminary Actual	Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$	2011 Recommended	Variances 2010 - 2011 Budget	
						Over (Under) 2010 Budget %	Over (Under) 2010 Budget \$
Housing							
Personnel	670,593	624,580	-6.9%	(46,013)	695,781	3.8%	25,188
Contractual	12,715,771	11,803,348	-7.2%	(912,423)	12,801,703	0.7%	85,932
Materials, Supplies	5,000	5,000			5,000		
Fees, Debt Charges							
New Equipment							
Travelling, Training	20,000	20,000			19,500	-2.5%	(500)
Recoveries - Capital Analyst							
Recoveries - Interdepartmental							
TOTAL	13,411,364	12,452,928	-7.1%	(958,436)	13,521,984	0.8%	110,620
Transfer from Province Government	299,724	247,955	-17.3%	(51,769)	282,175	-5.9%	(17,549)
Transfer from Federal Government - Social Housing Portfolio	3,634,873	3,634,873			3,618,851	-0.4%	(16,022)
Transfer from Social Services					50,000		50,000
Transfer From/(To) Reserves	1,055,226	155,226	-85.3%	(900,000)	1,000,000	-5.2%	(55,226)
County Share	4,438,153	4,434,639	-0.1%	(3,514)	4,559,750	2.7%	121,597
TOTAL	9,427,976	8,472,693	-10.1%	(955,283)	9,510,776	0.9%	82,800
NET REQUIREMENT	3,983,388	3,980,235	-0.1%	(3,153)	4,011,208	0.7%	27,820

**2011-2020 CAPITAL BUDGET JUSTIFICATION
OTHER ASSETS**

CAP FORM 1 (OTHER)

Department: **PLANNING & DEVELOPMENT**

Budget Reference #: **7-4.01**

Division: **HOUSING**

Project Name & Description

Building Condition Audits

Commitments Made

None

Effects on Future Operating Budgets

Project Detail, Justification & Reference Map

The purpose of this project is to conduct building condition audits for all of the social housing provider sites in the City and County of Peterborough. These audits will establish a comprehensive list of capital repairs and expenditures over a 25 to 30 year period, based on site inspections and reviews performed by professionals with diverse and in-depth qualifications in buildings and building science. The reports are intended to form the basis or foundation of a strategic asset management plan for the providers so they may more effectively schedule repairs, monitor equipment and elements, and plan for the anticipated expenditures.

Not only will this project then fulfill the Service Manager's obligations with respect to advising on appropriate property management, it will also provide detailed life safety inspections, address risk management issues, potential liabilities, as well as detailed immediate needs analysis and identify potential bulk tenders.

Typically these types of projects are recommended for implementation every 3 to 5 years, as rates of deterioration vary from site to site, and it is important to have accurate information available to facilitate good decisions when considering expensive capital repairs. A comprehensive Building Conditions audits program was initiated in December of 2009 (PLHD09-009) in response to RFP P-45-09.

City of Peterborough

Other Capital Assets

Ten Year Capital Budget Estimates

2011-2020 & Subsequent Years
(\$000's)

(1)	Project Total	Approved Pre-2010	REQUESTED									2021 to 2035
			2011	2012	2013	2014	2015	2016	2017	2018	2019	
DEPARTMENT	Planning & Development											
DIVISION/ACTIVITY	Housing											
PROJECT DESCRIPTION	Building Condition Audits											
PROJECT #	7-4.01											
EXPENDITURES												
CONTRACTUAL SERVICES	<u>1,460.0</u>					<u>225.0</u>				<u>235.0</u>		<u>1,000.0</u>
	<u>1,460.0</u>					<u>225.0</u>				<u>235.0</u>		<u>1,000.0</u>
DIRECT REVENUE												
SUBSIDIES												
OTHER - Provider	730.0					112.5				117.5		500.0
OTHER - County of Peterborough	<u>384.7</u>					<u>59.3</u>				<u>61.9</u>		<u>263.5</u>
	<u>1,114.7</u>					<u>171.8</u>				<u>179.4</u>		<u>763.5</u>
NET REQUIREMENTS	<u>345.3</u>					<u>53.2</u>				<u>55.6</u>		<u>236.5</u>
To be financed from												
DEBENTURES												
OWNERS' SHARE												
CITY'S - TAX SUPPORTED												
CITY'S - SEWER SURCHARGE												
CITY'S - INDUSTRIAL LAND												
DEVELOPMENT CHARGE RESERVE FUND												
OTHER REVENUE - Previous Years Capital Levy												
CAPITAL LEVY	<u>345.3</u>					<u>53.2</u>				<u>55.6</u>		<u>236.5</u>

**2011-2020 CAPITAL BUDGET JUSTIFICATION
OTHER ASSETS**

CAP FORM 1 (OTHER)

Department: PLANNING & DEVELOPMENT

Budget Reference #: 7-4.02

Division: HOUSING

Project Name & Description

Project Detail, Justification & Reference Map

Emergency Capital Repairs

Commitments Made

None

Effects on Future Operating Budgets

This investment in upgrading and maintaining the existing aging portfolio will help provide safe reliable housing, reduce operating costs, and reduce the waiting list.

Based on past building condition audits and the volume of applications for current government capital repair funding (\$12.6 million) it is evident that the Social Housing stock has deferred maintenance and will continue to need financial assistance for many years to come. It is also evident that the current level of reserves is inadequate to finance the needed repairs. Recent government initiatives have taken the pressure off in the short term but we cannot rely on these one time funding opportunities to continue.

City of Peterborough

Other Capital Assets

Ten Year Capital Budget Estimates

2011-2020 & Subsequent Years
(\$000's)

(1)	Project Total	Approved Pre-2010	REQUESTED										2021 to 2035
			2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	
DEPARTMENT	Planning & Development												
DIVISION/ACTIVITY	Housing												
PROJECT DESCRIPTION	Emergency Capital Repairs												
PROJECT #	7-4.02												
EXPENDITURES													
CONTRACTUAL SERVICES	3,075.0					100.0	100.0	100.0	125.0	125.0	125.0	150.0	2,250.0
	<u>3,075.0</u>					<u>100.0</u>	<u>100.0</u>	<u>100.0</u>	<u>125.0</u>	<u>125.0</u>	<u>125.0</u>	<u>150.0</u>	<u>2,250.0</u>
DIRECT REVENUE													
SUBSIDIES													
OTHER - County of Peterborough	1,620.7					52.7	52.7	52.7	65.9	65.9	65.9	79.1	1,185.8
	<u>1,620.7</u>					<u>52.7</u>	<u>52.7</u>	<u>52.7</u>	<u>65.9</u>	<u>65.9</u>	<u>65.9</u>	<u>79.1</u>	<u>1,185.8</u>
NET REQUIREMENTS	1,454.3					47.3	47.3	47.3	59.1	59.1	59.1	70.9	1,064.2
To be financed from													
DEBENTURES													
OWNERS' SHARE													
CITY'S - TAX SUPPORTED													
CITY'S - SEWER SURCHARGE													
CITY'S - INDUSTRIAL LAND													
DEVELOPMENT CHARGE RESERVE FUND													
OTHER REVENUE													
CAPITAL LEVY	1,454.3					47.3	47.3	47.3	59.1	59.1	59.1	70.9	1,064.2