



City of
Peterborough

TO: Members of the Joint Services Steering Committee

FROM: Sandra Clancy, Director of Corporate Services

MEETING DATE: October 13, 2011

**SUBJECT: Report CPFSJSSC11-001
POA, Social Services, and Social Housing Draft 2012 Budgets**

PURPOSE

A report to present the draft 2012 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 2012 Municipal Budget documents.

RECOMMENDATION

That the Joint Services Steering Committee approve the recommendation outlined in report CPFSJSSC11-001, dated October 13, 2011, of the Director of Corporate Services, as follows:

That the Joint Services Steering Committee endorse the draft 2012 POA, Social Services, and Social Housing Budgets as set out in **Appendix A** to report CPFSJSSC11-001, and recommend to City and County Councils the budgets be reflected in their respective draft 2012 Municipal Budget documents.

BUDGET AND FINANCIAL IMPLICATIONS

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

Description	2011 Net Tax Levy Impact	2012 Net Tax Levy Impact	\$ Change	% Change
Col 1	Col 2	Col 3	Col 4	Col 5
County				
POA (Net revenues)	(504,539)	(517,814)	(13,275)	2.6%
Social Services	2,769,453	2,381,502	(387,951)	-14.0%
Social Housing	4,562,665	4,715,285	152,620	3.3%
Total County	6,827,579	6,578,973	(248,606)	-3.6%
City				
POA (Net revenues)	(443,842)	(451,875)	(8,033)	1.8%
Social Services	10,165,268	9,712,165	(453,103)	-4.5%
Social Housing	4,013,772	4,114,839	101,067	2.5%
Total City	13,735,198	13,375,129	(360,069)	-2.6%

BACKGROUND

City staff will be presenting the attached draft 2012 budgets for the POA, Social Services, and Social Housing areas during the October 13, 2011 Joint Services Steering Committee.

Submitted by,

Sandra Clancy
 Director of Corporate Services

Contact Person

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Appendix A Draft 2012 Budgets for
 - POA
 - Social Services
 - Social Housing

Appendix A

Draft 2012 Budgets for

- POA
- Social Services
- Social Housing

2012 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 2012 is 53.2%

It is anticipated that the number of Part 1 Tickets and Part 3 Informations will remain constant in 2012. 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, new Ministry of the Attorney General standards (i.e. accredited interpreters) and training and development increases for staff.

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, as evidenced by 1,652 and 2,275 transactions occurring in 2009 and 2010. In the first quarter of 2011, approximately 878 transactions have occurred.

Charges Received	2006	2007	2008	2009	2010	2011
Federal Part 1 Ticket	395	430	233	237	236	40*
Federal Part 3 Information	31	23	35	23	56	7*
Provincial Part 1 Tickets	15,800	17,223	18,226	15,300	15,567	9267
Provincial Parking	7,474	7,221	7,352	7,744	7,939	4159
Provincial Part 3 Information	1,645	2,051	1,818	1,663	2,048	938

*Seasonal statistics, charges are brought typically in the summer and fall months.

Staff Complement (Forms 3,4, &5)	2011 Approved	2012 Request
Established Full Time Salary	6.600	6.600
Established Full Time Wage		
Part Time Positions	0.549	0.547
TOTAL F.T.E.	7.149	7.147

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	2012 Recommended	Variances 2011 - 2012 Budget	
						Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
LEGAL SERVICES							
Gross Expenditures							
Provincial Offences Act Office	1,061,619	1,025,619	-3.4%	(36,000)	1,040,311	-2.0%	(21,308)
	1,061,619	1,025,619	-3.4%	(36,000)	1,040,311	-2.0%	(21,308)
Revenues							
Provincial Offences Office	1,505,461	1,439,509	-4.4%	(65,952)	1,492,186	-0.9%	(13,275)
	1,505,461	1,439,509	-4.4%	(65,952)	1,492,186	-0.9%	(13,275)
Net Requirements							
Provincial Offences Act Office	(443,842)	(413,890)			(451,875)	1.8%	(8,033)
	(443,842)	(413,890)	-6.7%	29,952	(451,875)	1.8%	(8,033)

Note: The \$1,492,186 Budgeted Revenue noted above is comprised of Gross Budgeted POA Revenue (\$2,010,000) and the County's Share of POA Requirements (\$517,814).

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	2012 Recommended	Variances 2011 - 2012 Budget	
						Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
Provincial Offences Office							
Personnel	535,398	535,398			549,437	2.6%	14,039
Contractual	105,279	108,279	2.8%	3,000	107,035	1.7%	1,756
Materials, Supplies	50,238	50,238			49,881	-0.7%	(357)
Repair and Maintenance	1,000	1,000			1,023	2.3%	23
Fees	329,349	290,349	-11.8%	(39,000)	291,867	-11.4%	(37,482)
New Equipment	1,000	1,000			1,000		
Rentals	23,000	23,000			23,000		
Travelling, Training	16,355	16,355			17,068	4.4%	713
Other and Recoveries							
TOTAL	1,061,619	1,025,619	-3.4%	(36,000)	1,040,311	-2.0%	(21,308)
Revenue							
Fine Revenue	2,010,000	1,910,000	-5.0%	(100,000)	2,010,000		
Net Municipal Share							
County Allocation	(504,539)	(470,491)	-6.7%	34,048	(517,814)	2.6%	(13,275)
NET REVENUE	(443,842)	(413,890)	-6.7%	29,952	(451,875)	1.8%	(8,033)

2012 OPERATING BUDGET

FORM 1

Department: COMMUNITY SERVICES
Division: SOCIAL SERVICES

Activity Name: SOCIAL ASSISTANCE
Budget Account #: 521, 525, 527, 528, 532, 534, 539, 544, 546, 548, 555, 557, 562, 563, 564, 577

Statement of Purpose:

To provide for personnel, corporate administration and other client program and support costs to deliver the following:

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:

Province plans to fully upload social assistance benefit costs, which began in 2010 are expected to end in 2018. Ontario Works benefits are cost shared in 2012; 82.8% by the Province and 17.2% by municipalities. A caseload increase of 0% from 2011 projected to 2012 budget has been assumed. Although this decision on caseload brings 2012 estimates closer to what is happening, there is a risk that if an increase occurs, a draw from the Social Assistance reserve in 2012 may be necessary to cover those costs. There are increased costs related to negotiated salary levels and client transportation costs.

Administration costs (OW Admin and Employment Assistance) follow a new funding formula, effective April 1, 2011. The available provincial subsidy per case at \$2,016 using the October 2008 to September 2010 average caseload of 3,595. Report CSSS11-009 approved reallocation of \$250,000 expenses from other parts of division and corporate budget to be added to OW Admin. These expenses have been included in the 2012 budget also. In addition a further \$20,000 related to housing and \$30,317 for corporate administration charges have been added.

The Discretionary benefit budget has been increased by 2.3% for CPI. An additional municipal amount of \$130,411 (\$112,031 City, \$18,083 County) is requested due to recommended increase in the funeral benefit and to have sufficient funds to properly fund the discretionary benefit policy as currently written. These amounts are recommended but not included in the current draft of the budget.

The Supervisory position approved in the 2011 budget has been included as an expense for all of 2012. The municipal portion of this salary would be paid from prior years unspent CVP incentive dollars and provincial subsidy is available for 50%. Consideration of an additional four front line staff positions due to increased volume is

requested. These positions are not currently in the budget. If approved they would also be funded 50% by the province and 50% by the CVP incentive dollars with no impact on the tax levy.

Homelessness funding to emergency shelter programs and services including 80-hostel beds, a drop in centre and shelter-to-housing case management are budgeted to remain at the 2011 budget level in 2012.

PERC is funded through a 100% Provincial grant from Employment Ontario (EO). The PERC contract has been extended until March 31, 2012. The budget has been prepared in anticipation of an extension to continue existing services through 2012.

Due to the Provincial upload and adjusted caseload estimate, the net municipal budgets are decreasing. For the County, there is an 14.0% decrease and for the City a 4.5% decrease.

Performance Data/Work Program:

	Description	2011 Budget	2011 Projected	2012 Budget	% Budget Change 2011 to 2012
1	OW Caseload	4,147	3,996	3,996	-3.6%
2	Participant Count	4,699	4,595	4,595	-2.2%
3	Participants Starting Employment	1,658	1,817	1,823	10.0%
4	Hostel Days of Care Provided	18,980	18,980	18,300	-3.6%
5	Average Length of Stay - Days	14	12	12	N/A
6	Number of Client Visits (PERC)	34,808	34,808	33,068	-5.0%
7	Number of Clients Served (PERC)	13,853	13,853	13,160	-5.0%
8	Gross Monthly Cost per Case	\$665.24	\$651.47	\$657.98	-1.1%

Staff Complement (Forms 3,4, & 5)	2011 Approved	2012 Request
Established Full Time Salary	99.750	100.650
Established Full Time Wage		
Part Time Positions	1.026	1.026
TOTAL F.T.E.	100.776	101.676

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	2012 Recommended	Variances 2011 - 2012 Budget	
						Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
Social Assistance							
Personnel	6,850,806	6,751,018	-1.5%	(99,788)	7,073,275	3.2%	222,469
Contractual	38,845,572	37,992,681	-2.2%	(852,891)	37,257,268	-4.1%	(1,588,304)
Materials, Supplies	142,241	116,866	-17.8%	(25,375)	130,018	-8.6%	(12,223)
Repair and Maintenance		500		500			
Fees & Debt Charges	87,577	88,377	0.9%	800	44,125	-49.6%	(43,452)
Equipment	12,500	12,500			28,168	125.3%	15,668
Rental	731,946	731,946			761,346	4.0%	29,400
Travelling, Training	141,540	142,033	0.3%	493	140,926	-0.4%	(614)
Other							
Recoveries	(130,844)	(151,411)	-15.7%	(20,567)	(101,579)	22.4%	29,265
TOTAL	46,681,338	45,684,510	-2.1%	(996,828)	45,333,547	-2.9%	(1,347,791)
Revenue							
Subsidies	34,750,566	34,007,227	-2.1%	(743,339)	34,114,703	-1.8%	(635,863)
Subsidies - 100% Funded	1,067,999	974,496	-8.8%	(93,503)	1,081,412	1.3%	13,413
County Share	2,216,312	2,118,616	-4.4%	(97,696)	1,873,968	-15.4%	(342,344)
TOTAL	38,034,877	37,100,339	-2.5%	(934,538)	37,070,083	-2.5%	(964,794)
NET REQUIREMENT	8,646,461	8,584,171	-0.7%	(62,290)	8,263,464	-4.4%	(382,997)

2012 OPERATING BUDGET

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:

The Children's Services Administration budget shows a net decrease to city contribution due to move of salary costs to the Early Learning Program, the reallocation of one staff to Peterborough Day Care program and an increased interdepartmental charge back to Ontario Works for the administration of OW child care programs. In 2012 there will be a slight decrease in licensed child care spaces in the County and a slight increase to City spaces, changing the split to 76% City, 24% County from 75%/25% in 2011.

In 2012, the Directly Operated budget will increase by 7.0%, primarily due to a substantial rent increase for Pearson Child Care. This lease was renegotiated effective January, 2011 to reflect fair market value. The increase will be phased in over four years. Dietary budgets for the Directly Operated programs will increase due to rising food costs, higher enrolments and nutritional requirements. Parent user fees will increase 2.3% as of January 1, 2012.

The Best Start program has evolved and been renamed by the province to the Early Learning (EL) Initiative and is no longer a time limited program. Implementation of all day JK/SK continues in 2012. Child care programs may have to retool their services for children 0-3.8 years old to remain viable. The Best Start unconditional grant that had previously been held in reserve in case of the need for an exit strategy can now be used to help the child care system address with the impacts of the EL transition. A small amount of 100% transitional funding is anticipated from the Ministry of Education, similar to the \$131,188 received in 2011. \$200,000 of the unconditional grant has been budgeted in 2012 for additional Early Learning transition. The Division proposes to use a portion of the unconditional grant in each year of the five-year transition period through to 2015. A high percentage of the grant is anticipated to be used on capital projects for 2012 but other business development costs will also be considered. Viability of the business plan long term will be a critical factor in the decision making related to grant allocation.

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. There is ongoing work in Asphodel-Norwood to improve availability and coordination of locally delivered services. The CSP budget continues to be cost shared 50/50 between the City and County, with some provincial subsidy through Ontario Works administration. CSP staff also coordinate Senior's activities within the City and supports the newly created Senior's Services Planning Table.

Social Assistance Reinvestment for 2011 allowed for increased emergency assistance funds, the continuation of a Housing Social Work Program for Sunshine Homes, and support to Kawartha Food Share for City/County food programs. A range of similar initiatives to support low income families will continue at the same level in 2012 with a total contribution of \$120,408 by the City and \$18,500 by the County.

Performance Data/Work Program:

- In 2012 it is anticipated 1,167 families and 1,430 children served through children's services programs. This is a small increase over 2011 due to a small increase in 100% Transitional funding.
- Social Assistance Reinvestment will provide 210 families with emergency assistance including eviction prevention and related supports.
- 125 individuals will receive assistance and referral to community programs and services through the CSP Help Centres and telephone hotline.
- 110 seniors, caregivers and service Providers will enhance their knowledge through the Seniors Summit.
- 130 children and youth in Peterborough County will be engaged in new physical recreation and arts-based programs.

Staff Complement (Forms 3,4, & 5)	2011 Approved	2012 Request
Established Full Time Salary	22.236	22.086
Established Full Time Wage		
Part Time Positions	5.344	5.325
TOTAL F.T.E.	27.580	27.411

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	2012 Recommended	Variances 2011 - 2012 Budget	
						Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
Childrens Services and Community Partnerships							
Personnel	1,757,811	1,648,134	-6.2%	(109,677)	1,792,440	2.0%	34,629
Contractual	9,145,660	9,354,093	2.3%	208,433	9,300,617	1.7%	154,957
Materials, Supplies	68,035	68,256	0.3%	221	82,555	21.3%	14,520
Repair and Maintenance	28,100	28,100			28,337	0.8%	237
Fees and Debt Charges	1,580	1,580			1,738	10.0%	158
New Equipment	2,100	2,100			2,107	0.3%	7
Rentals	79,865	79,865			104,321	30.6%	24,456
Travelling, Training	29,918	29,399	-1.7%	(519)	31,244	4.4%	1,326
Other							
Recoveries	(1,722,689)	(1,740,097)	-1.0%	(17,408)	(1,883,389)	-9.3%	(160,700)
TOTAL	9,390,380	9,471,430	0.9%	81,050	9,459,970	0.7%	69,590
Revenue							
Subsidies	7,146,339	7,309,885	2.3%	163,546	7,309,885	2.3%	163,546
100% Subsidies	172,093	193,850	12.6%	21,757	193,850	12.6%	21,757
County Share	553,141	527,078	-4.7%	(26,063)	507,534	-8.2%	(45,607)
TOTAL	7,871,573	8,030,813	2.0%	159,240	8,011,269	1.8%	139,696
NET REQUIREMENT	1,518,807	1,440,617	-5.1%	(78,190)	1,448,701	-4.6%	(70,106)

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	2012 Recommended	Variances 2011 - 2012 Budget	
						Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
SOCIAL SERVICES - GROSS EXPENDITURES							
Social Assistance							
Ontario Works - Administration and Employment (50% Provincial)	9,137,911	9,174,535	0.4%	36,624	9,385,289	2.7%	247,378
Ontario Works - 100% Provincial Funded							
Ontario Works - Mandatory Benefits (82.8% Provincial)	33,104,450	31,974,127	-3.4%	(1,130,323)	31,547,230	-4.7%	(1,557,220)
Ontario Works - Discretionary Benefits (82.8% Provincial)	1,987,660	2,090,911	5.2%	103,251	1,919,734	-3.4%	(67,926)
Addiction Services (82.8% Provincial)	541,596	541,595		(1)	546,780	1.0%	5,184
Enhanced Employment Services (100% Provincial)		87,123		87,123			
Homemakers & Nurses (80% Provincial)	28,734	28,734			30,492	6.1%	1,758
Ontario Works - Hostels and Drop In Centre (82.8% Provincial)	1,285,996	1,285,996			1,299,895	1.1%	13,899
Peterborough Employment Resource Centre (PERC - 100% Provincial)	594,991	501,489	-15.7%	(93,502)	604,127	1.5%	9,136
Homelessness - CHPP (100% Provincial)	172,093	193,850	12.6%	21,757	193,850	12.6%	21,757
	46,853,431	45,878,360	-2.1%	(975,071)	45,527,397	-2.8%	(1,326,034)
Childrens Services and Community Partnerships							
Childrens Services Administration	476,329	381,640	-19.9%	(94,689)	331,361	-30.4%	(144,968)
Best Start (100% Provincial)	2,366,650	2,530,196	6.9%	163,546	2,530,196	6.9%	163,546
Fee Subsidy Program (80% Provincial)	1,975,839	1,975,839			1,975,839		
Directly Operated Programs (Municipal)	278,469	268,905	-3.4%	(9,564)	296,743	6.6%	18,274
Social Assistance Restructuring Re-investment (100% Municipal)	138,908	138,908			138,908		
Ontario Works Child Care - Formal and Informal (80% Provincial)	572,250	572,250			572,250		
Wage Subsidy Program (80% Provincial)	1,911,121	1,911,121			1,911,121		
Special Needs Resource Funding (80% Provincial)	1,270,306	1,270,306			1,270,306		
Community Social Plan (100% Municipal)	228,415	228,415			239,396	4.8%	10,981
	9,218,287	9,277,580	0.6%	59,293	9,266,120	0.5%	47,833
TOTAL GROSS EXPENDITURES	56,071,718	55,155,940	-1.6%	(915,778)	54,793,517	-2.3%	(1,278,201)

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	2012 Recommended	Variances 2011 - 2012 Budget	
						Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
SOCIAL SERVICES - SUBSIDIES							
Social Assistance							
Ontario Works - Administration and Employment (50% Provincial)	5,468,313	5,468,310		(3)	5,618,869	2.8%	150,556
Ontario Works - 100% Provincial Funded							
Ontario Works - Mandatory Benefits (82.8% Provincial)	26,880,814	25,962,992	-3.4%	(917,822)	26,121,107	-2.8%	(759,707)
Ontario Works - Discretionary Benefits (82.8% Provincial)	1,643,978	1,731,341	5.3%	87,363	1,619,041	-1.5%	(24,937)
Addiction Services (82.8% Provincial)	471,736	471,735		(1)	475,965	0.9%	4,229
Enhanced Employment Services (100% Provincial)		87,123		87,123			
Homemakers & Nurses (80% Provincial)	23,242	23,242			24,658	6.1%	1,416
Ontario Works - Hostels and Drop In Centre (82.8% Provincial)	735,491	735,491			732,348	-0.4%	(3,143)
Peterborough Employment Resource Centre (PERC - 100% Provincial)	594,991	501,489	-15.7%	(93,502)	604,127	1.5%	9,136
Homelessness - CHPP (100% Provincial)	172,093	193,850	12.6%	21,757	193,850	12.6%	21,757
	35,990,658	35,175,573	-2.3%	(815,085)	35,389,965	-1.7%	(600,693)
Childrens Services and Community Partnerships							
Childrens Services Administration	165,680	165,680			165,680		
Best Start (100% Provincial)	2,366,650	2,530,196	6.9%	163,546	2,530,196	6.9%	163,546
Fee Subsidy Program (80% Provincial)	1,580,671	1,580,671			1,580,671		
Directly Operated Programs (Municipal)							
Social Assistance Restructuring Re-investment (100% Municipal)							
Ontario Works Child Care - Formal and Informal (80% Provincial)	457,800	457,800			457,800		
Wage Subsidy Program (80% Provincial)	1,559,293	1,559,293			1,559,293		
Special Needs Resource Funding (80% Provincial)	1,016,245	1,016,245			1,016,245		
Community Social Plan (100% Municipal)							
	7,146,339	7,309,885	2.3%	163,546	7,309,885	2.3%	163,546
TOTAL SUBSIDY	43,136,997	42,485,458	-1.5%	(651,539)	42,699,850	-1.0%	(437,147)

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	Variances 2011 - 2012 Budget		
					2012 Recommended	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
SOCIAL SERVICES - COUNTY CONTRIBUTION							
Social Assistance							
Ontario Works - Administration and Employment (50% Provincial)	733,920	741,245	1.0%	7,325	677,956	-7.6%	(55,964)
Ontario Works - 100% Provincial Funded							
Ontario Works - Mandatory Benefits (82.8% Provincial)	1,238,133	1,128,306	-8.9%	(109,827)	959,008	-22.5%	(279,125)
Ontario Works - Discretionary Benefits (82.8% Provincial)	62,348	67,154	7.7%	4,806	52,560	-15.7%	(9,788)
Addiction Services (82.8% Provincial)	13,972	13,972			12,747	-8.8%	(1,225)
Enhanced Employment Services (100% Provincial)							
Homemakers & Nurses (80% Provincial)	1,347	1,347			1,697	26.0%	350
Ontario Works - Hostels and Drop In Centre (82.8% Provincial)	166,592	166,592			170,000	2.0%	3,408
Peterborough Employment Resource Centre (PERC - 100% Provincial)							
Homelessness - CHPP (100% Provincial)							
	2,216,312	2,118,616	-4.4%	(97,696)	1,873,968	-15.4%	(342,344)
Childrens Services and Community Partnerships							
Childrens Services Administration	77,662	53,990	-30.5%	(23,672)	39,763	-48.8%	(37,899)
Best Start (100% Provincial)							
Fee Subsidy Program (80% Provincial)	98,792	98,792			94,840	-4.0%	(3,952)
Directly Operated Programs (Municipal)	69,617	67,226	-3.4%	(2,391)	71,218	2.3%	1,601
Social Assistance Restructuring Re-investment (100% Municipal)	18,500	18,500			18,500		
Ontario Works Child Care - Formal and Informal (80% Provincial)	22,890	22,890			20,601	-10.0%	(2,289)
Wage Subsidy Program (80% Provincial)	87,957	87,957			84,439	-4.0%	(3,518)
Special Needs Resource Funding (80% Provincial)	63,515	63,515			60,975	-4.0%	(2,540)
Community Social Plan (100% Municipal)	114,208	114,208			117,198	2.6%	2,990
	553,141	527,078	-4.7%	(26,063)	507,534	-8.2%	(45,607)
SUBTOTAL COUNTY CONTRIBUTION	2,769,453	2,645,694	-4.5%	(123,759)	2,381,502	-14.0%	(387,951)

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	2012 Recommended	Variances 2011 - 2012 Budget	
						Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
SOCIAL SERVICES - CITY NET REQUIREMENTS							
Social Assistance							
Ontario Works - Administration and Employment (50% Provincial)	2,935,678	2,964,980	1.0%	29,302	3,088,464	5.2%	152,786
Ontario Works - 100% Provincial Funded							
Ontario Works - Mandatory Benefits (82.8% Provincial)	4,985,503	4,882,829	-2.1%	(102,674)	4,467,115	-10.4%	(518,388)
Ontario Works - Discretionary Benefits (82.8% Provincial)	281,334	292,416	3.9%	11,082	248,133	-11.8%	(33,201)
Addiction Services (82.8% Provincial)	55,888	55,888			58,068	3.9%	2,180
Enhanced Employment Services (100% Provincial)							
Homemakers & Nurses (80% Provincial)	4,145	4,145			4,137	-0.2%	(8)
Ontario Works - Hostels and Drop In Centre (82.8% Provincial)	383,913	383,913			397,547	3.6%	13,634
Peterborough Employment Resource Centre (PERC - 100% Provincial)							
Homelessness - CHPP (100% Provincial)							
	8,646,461	8,584,171	-0.7%	(62,290)	8,263,464	-4.4%	(382,997)
Childrens Services and Community Partnerships							
Childrens Services Administration	232,987	161,970	-30.5%	(71,017)	125,918	-46.0%	(107,069)
Best Start (100% Provincial)							
Fee Subsidy Program (80% Provincial)	296,376	296,376			300,328	1.3%	3,952
Directly Operated Programs (Municipal)	208,852	201,679	-3.4%	(7,173)	225,525	8.0%	16,673
Social Assistance Restructuring Re-investment (100% Municipal)	120,408	120,408			120,408		
Ontario Works Child Care - Formal and Informal (80% Provincial)	91,560	91,560			93,849	2.5%	2,289
Wage Subsidy Program (80% Provincial)	263,871	263,871			267,389	1.3%	3,518
Special Needs Resource Funding (80% Provincial)	190,546	190,546			193,086	1.3%	2,540
Community Social Plan (100% Municipal)	114,207	114,207			122,198	7.0%	7,991
	1,518,807	1,440,617	-5.1%	(78,190)	1,448,701	-4.6%	(70,106)
NET COST SOCIAL SERVICES	10,165,268	10,024,788	-1.4%	(140,480)	9,712,165	-4.5%	(453,103)

2012 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 in building new affordable rental housing, provides housing information, and researches/funds housing support programs to assist low-income households.

Highlights:

The majority of the Housing Division's budget is for social housing, with subsidy levels generally prescribed through provincially legislated formulas. A consolidated service agreement between the City and County is used to calculate the County's proportionate share which is 53.4% in 2012 (53.2% in 2011).

The Social Housing Reform Act (2000), sets out the City's social housing responsibilities, and is being replaced by the Housing Services Act (HSA) in 2012. Core legislated responsibilities for the City include:

- Maintaining service levels (1,569 units which are rent geared-to-income)
- Calculating and paying annual subsidies using several funding formulas
- Managing a social housing waiting list (Housing Access Peterborough)
- Providing local rules about eligibility, priority and occupancy of social housing
- Conducting operational reviews, managing projects in receivership; and
- Reporting to the province on annual compliance.

Social housing is a valuable community asset and the effective management of social housing must go beyond the basic legislation. The Division strives to achieve efficiencies in asset management, property management and repair, good governance among hundreds of volunteers, and addressing projects in difficulty or receivership.

The Division uses \$139,800 in provincial funding to support the Peterborough Short Term Rent Support and Stabilization Program and administers, designs and delivers other provincially funded programs, negotiates funding agreements, monitors construction progress for new projects, and ensures program compliance.

In 2010, the Division received approval to add 1.0 FTE for two years due to increased responsibility for the Affordable Housing Program. Future funding is uncertain, so there is an expenditure decrease due to the end of this contract position.

The net 2012 Housing requirement for the City and County is approximately \$275,000. Expenditure increases for 2012 include \$88,000 for Peterborough Housing Corporation (PHC) cost increases (salaries, insurance, taxes, utilities), and \$100,000 for indexed increases (salaries, insurance, taxes, utilities) for the balance of the social housing portfolio. A further \$75,000 is the estimated impact of changes in rent revenue under HSA. The net requirement also reflects a \$95,000 reduction in base Fed/Prov. social housing revenue. \$2.11M using 100% Provincial DOOR funding is proposed to be used for social housing repairs in 2012.

The Division provides funds through service contracts for the Housing Resource Centre (HRC) (core service and rent bank) and Housing Access Peterborough (delivered by PHC), and supports the Affordable Housing Action Committee (AHAC) in their annual publication (Housing is Fundamental) as well as their research projects. In addition, in 2012, the province requires a local, consolidated, 10 year Housing and Homelessness Plan. The City's Housing and Social Services Divisions will consult with stakeholders and report to Council on a proposed Plan.

Performance Data/Work Program:

The Division's 2012 work program has four main elements: Social Housing Portfolio and Rent Supplement Programs, Affordable Housing Stock, Housing Policy Development and Housing Support Programs.

Local performance measures and tenant satisfaction surveys are a new requirement under HSA, and are to be developed in 2012 and implemented in 2013.

The need for affordable housing in the City and County is measured as follows: over 1,400 households are on the social housing waiting list; the average two-bedroom apartment is unaffordable for 60% of the renter population (monthly rent is \$865); and the vacancy rate is down by 2% to 4.1% indicating that it is harder to find a vacant unit.

Staff Complement (Forms 3,4, & 5)	2011 Approved	2012 Request
Established Full Time Salary	7.400	6.400
Established Full Time Wage		
Part Time Positions		
TOTAL F.T.E.	7.400	6.400

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	Variances 2011 - 2012 Budget		
					2012 Recommended	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
HOUSING							
Gross Expenditures							
Housing Administration	974,898	937,406	-3.8%	(37,492)	837,746	-14.1%	(137,152)
Peterborough Housing Corporation	2,750,000	2,750,000			2,838,000	3.2%	88,000
Rent Supplement Programs	1,751,970	1,744,970	-0.4%	(7,000)	1,642,680	-6.2%	(109,290)
Non Profit and Native Housing Providers	6,650,000	6,650,000			6,825,000	2.6%	175,000
Housing Resource Centre	276,935	502,891	81.6%	225,956	421,792	52.3%	144,857
Housing Access Peterborough	123,660	123,660			126,442	2.2%	2,782
Special Program Funding - DOOR	1,000,000	1,000,000			2,110,000	111.0%	1,110,000
	13,527,463	13,708,927	1.3%	181,464	14,801,660	9.4%	1,274,197
Revenues							
Housing Administration	609,906	571,240	-6.3%	(38,666)	482,306	-20.9%	(127,600)
Peterborough Housing Corporation	1,779,194	1,779,194			1,815,688	2.1%	36,494
Rent Supplement Programs	1,220,123	1,213,123	-0.6%	(7,000)	1,157,045	-5.2%	(63,078)
Non Profit and Native Housing Providers	4,666,934	4,666,934			4,739,565	1.6%	72,631
Housing Resource Centre	171,747	397,703	131.6%	225,956	314,697	83.2%	142,950
Housing Access Peterborough	65,787	65,787			67,520	2.6%	1,733
Special Program Funding - DOOR	1,000,000	1,000,000			2,110,000	111.0%	1,110,000
	9,513,691	9,693,981	1.9%	180,290	10,686,821	12.3%	1,173,130
Net Requirements							
Housing Administration	364,992	366,166	0.3%	1,174	355,440	-2.6%	(9,552)
Peterborough Housing Corporation	970,806	970,806			1,022,312	5.3%	51,506
Rent Supplement Programs	531,847	531,847			485,635	-8.7%	(46,212)
Non Profit and Native Housing Providers	1,983,066	1,983,066			2,085,435	5.2%	102,369
Housing Resource Centre	105,188	105,188			107,095	1.8%	1,907
Housing Access Peterborough	57,873	57,873			58,922	1.8%	1,049
Special Program Funding - DOOR							
	4,013,772	4,014,946		1,174	4,114,839	2.5%	101,067

CITY OF PETERBOROUGH

2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$	2012 Recommended	Variances 2011 - 2012 Budget	
						Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
Housing							
Personnel	701,260	661,260	-5.7%	(40,000)	633,359	-9.7%	(67,901)
Contractual	12,801,703	13,023,067	1.7%	221,364	14,166,101	10.7%	1,364,398
Materials, Supplies	5,000	5,000			4,000	-20.0%	(1,000)
Fees, Debt Charges							
New Equipment							
Travelling, Training	19,500	19,600	0.5%	100	18,200	-6.7%	(1,300)
Recoveries - Capital Analyst							
Recoveries - Interdepartmental					(20,000)		(20,000)
TOTAL	13,527,463	13,708,927	1.3%	181,464	14,801,660	9.4%	1,274,197
Transfer from Province Government	282,175	461,131	63.4%	178,956	336,975	19.4%	54,800
Transfer from Federal Government - Social Housing Portfolio	3,618,851	3,618,851			3,524,561	-2.6%	(94,290)
Transfer from Social Services	50,000	50,000				-100.0%	(50,000)
Transfer From/(To) Reserves	1,000,000	1,000,000			2,110,000	111.0%	1,110,000
County Share	4,562,665	4,563,999		1,334	4,715,285	3.3%	152,620
TOTAL	9,513,691	9,693,981	1.9%	180,290	10,686,821	12.3%	1,173,130
NET REQUIREMENT	4,013,772	4,014,946		1,174	4,114,839	2.5%	101,067

**2012-2021 CAPITAL BUDGET JUSTIFICATION
OTHER ASSETS**

CAP FORM 1 (OTHER)

Department: **PLANNING & DEVELOPMENT**

Budget Reference #: **7-4.01**

Division: **HOUSING**

Project Name & Description

Project Detail, Justification & Reference Map

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, reduce the waiting list, and enable the City to maintain the portfolio to meet the province's required service level standard.

The \$100,000/year is a "placeholder" that deals with emergency repairs only until a strategic asset management plan can be presented to and approved by Council.

Based on the 2010 building condition audit prepared by The Stonewell Group Inc., it is evident that the Social Housing stock has deferred maintenance and will continue to need financial assistance for many years to come. The Stonewell report anticipates the shortfall over the next 20 years to be \$62.6 M. This number could be slightly reduced as it is based on all providers continuing past the expiry date of their Operating Agreement. It is also evident that the current level of reserves held by social housing providers of \$7.6 M is inadequate to finance the needed repairs.

Recent government initiatives, such as the 2008 Social Housing Capital Repair Fund provided the City with \$0.85 M, and the 2009/2010 Social Housing Renovation and Retrofit Program (SHRRP) provided the City with \$5.4 M, to help fund immediately needed repairs. These programs have taken the pressure off the short term but we cannot rely on these one time funding opportunities to continue.

Staff will have to further analyze the 2010 BCA report, investigate findings, prioritize future repair projects and recommend a strategic asset management plan for social housing, including recommendations on meeting service level standards as Operating Agreements expire.

City of Peterborough

Other Capital Assets

Ten Year Capital Budget Estimates

2012-2021 & Subsequent Years
(\$000's)

(1)	Project Total	Approved Pre-2012	REQUESTED									2022 to 2036	
			2012	2013	2014	2015	2016	2017	2018	2019	2020		2021
DEPARTMENT	Planning & Development												
DIVISION/ACTIVITY	Housing												
PROJECT DESCRIPTION	Capital Repairs												
PROJECT #	7-4.01												
EXPENDITURES													
CONTRACTUAL SERVICES	3,750.0		100.0	100.0	100.0	125.0	125.0	125.0	150.0	150.0	150.0	150.0	2,625.0
	3,750.0		100.0	100.0	100.0	125.0	125.0	125.0	150.0	150.0	150.0	150.0	2,625.0
DIRECT REVENUE													
SUBSIDIES													
OTHER - County of Peterborough	1,976.3		52.7	52.7	52.7	65.9	65.9	65.9	79.1	79.1	79.1	79.1	1,383.4
	1,976.3		52.7	52.7	52.7	65.9	65.9	65.9	79.1	79.1	79.1	79.1	1,383.4
NET REQUIREMENTS	1,773.8		47.3	47.3	47.3	59.1	59.1	59.1	71.0	71.0	71.0	71.0	1,241.6
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	1,773.8		47.3	47.3	47.3	59.1	59.1	59.1	71.0	71.0	71.0	71.0	1,241.6

**2012-2021 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

Building Condition Audits

Commitments Made

None

Effects on Future Operating Budgets

The purpose of this project is to conduct regular building condition audits for all of the social housing provider sites in the City and County of Peterborough. These audits will continuously update 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, which the City could manage.

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. The most recent Building Condition audit program was initiated in December of 2009 (PLHD09-009) in response to RFP P-45-09.

Providers will be required to participate as funders in the cost of every proposed City managed BCA project.

City of Peterborough

Other Capital Assets

Ten Year Capital Budget Estimates

2012-2021 & Subsequent Years
(\$000's)

(1)	Project Total	Approved Pre-2012	R E Q U E S T E D									2022 to 2036	
			2012	2013	2014	2015	2016	2017	2018	2019	2020		2021
DEPARTMENT	Planning & Development												
DIVISION/ACTIVITY	Housing												
PROJECT DESCRIPTION	Building Condition Audits												
PROJECT #	7-4.02												
EXPENDITURES													
CONTRACTUAL SERVICES	1,460.0				225.0					235.0			1,000.0
	<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	384.7				59.3					61.9			263.5
	<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 - Capital Levy Reserve													
CAPITAL LEVY	345.3				53.2					55.6			236.5