



City of
Peterborough

TO: Members of the Joint Services Steering Committee

FROM: Sandra Clancy, Director of Corporate Services

MEETING DATE: October 10, 2013

SUBJECT: Report CPFSJSSC13-001
POA, Social Services, and Social Housing Draft 2014 Budgets

PURPOSE

A report to present the draft 2014 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 2014 Municipal Budget documents.

RECOMMENDATION

That the Joint Services Steering Committee approve the recommendation outlined in report CPFSJSSC13-001, dated October 10, 2013, of the Director of Corporate Services, as follows:

That the Joint Services Steering Committee endorse the draft 2014 POA, Social Services, and Social Housing Budgets as set out in **Appendix A** to report CPFSJSSC13-001, and recommend to City and County Councils that the budgets be reflected in their respective draft 2014 Municipal Budget documents.

BUDGET AND FINANCIAL IMPLICATIONS

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

Description	2013 Net Tax Levy Impact	2014 Net Tax Levy Impact	\$ Change	% Change
Col 1	Col 2	Col 3	Col 4	Col 5
County				
POA (Net revenues)	(620,480)	(602,910)	17,570	2.8%
Social Services	2,398,267	2,137,006	(261,261)	-10.9%
Social Housing	4,826,710	5,020,901	194,191	4.0%
Total County	6,604,497	6,554,997	(49,500)	-.01%
City				
POA (Net revenues)	(534,976)	(519,828)	15,148	2.8%
Social Services	9,181,306	8,688,796	(492,510)	-5.4%
Social Housing	4,161,573	4,329,006	167,433	4.0%
Total City	12,807,903	12,497,974	(309,929)	-2.4%

BACKGROUND

The draft 2014 budgets for the POA, Social Services, and Social Housing are attached in Appendix A.

Appendix B, Social Services Budget Overview 2014, provides a description of the key drivers to the Social Services budget which are:

- the provincial upload
- leveling of Ontario Works (OW) caseload
- increase in mandatory benefits cost per case due to rate and legislative increases
- general increases (2% inflationary, salaries)

The Budget Overview report also provides additional information related to:

- Facilities improvements
- Managing the discretionary benefits funding cap
- Homelessness funding pressures and priorities
- Shifts in Children Services funding
- Staffing changes
- Updated reserve balances

Submitted by,

Sandra Clancy
Director of Corporate Services

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Appendix A	Draft 2014 Budgets for:
	- POA
	- Social Services
	- Social Housing
Appendix B	Social Services Budget Overview 2014

Appendix A

Draft 2014 Budgets for

- POA
- Social Services
- Social Housing

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
LEGAL SERVICES							
Gross Expenditures							
Provincial Offences Act Office	1,194,544	1,195,626	0.1%	1,082	1,327,262	11.1%	132,718
	1,194,544	1,195,626	0.1%	1,082	1,327,262	11.1%	132,718
Revenues							
Provincial Offences Office	1,729,520	1,730,101	0.0%	581	1,847,090	6.8%	117,570
	1,729,520	1,730,101	0.0%	581	1,847,090	6.8%	117,570
Net Requirements							
Provincial Offences Act Office	(534,976)	(534,475)			(519,828)	-2.8%	15,148
	(534,976)	(534,475)	-0.1%	501	(519,828)	-2.8%	15,148

Note: 2014 Budget: The \$1,847,090 Budgeted Revenue noted above is comprised of Gross Budgeted POA Revenue (\$2,450,000) less the County's Share of POA Net Revenues (\$602,910).

2014 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 is responsible for administration, courtroom support and municipal prosecution of *Provincial Offences Act* offences as well as municipal by-laws within the City and County of Peterborough. The Provincial Offence Office ensures 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 the prior year's relative weighted assessment. The County's share for 2014 is 53.7% unchanged from 53.7% in 2013.

The number of charges issued is the primary driver of the POA Court system however the Court has no influence on the number of charges issued by the enforcement agencies. The charges laid are based on the type of offences that occur and the enforcement resources available to address those offences. POA revenues are generated from the payment of fines and it is anticipated that the fine revenue will remain consistent for 2014.

Court costs have increased incrementally due to the volume of charges laid, defendant trial or Early Resolution requests, and increased banking fees due to an increase in Internet, credit card and debit payments. Continuous effort is made to find operational efficiencies and to improve our collection efforts of outstanding fines.

Due to a critical space need, the relocation of the POA court and office space is necessary. Although a new location had not yet been determined, the 2014 operating budget includes increased rental and utility costs and an amount to pay debenture costs for leasehold improvement costs that would be required at a new location. The debenture costs would be charged back to operations over a 15 year period.

Performance Data/Work Program:

- There was a 10.3% increase in the total number of charges filed in 2012 over charges filed in 2011.
- Use of the Internet payment option continues to increase. There were 4,924 online payments in 2012, a 45% increase over 2011.
- 2013 statistics are from January 1 - July 31, 2013.

Charges Received	2009	2010	2011	2012	2013
*Federal Part 1 Tickets	237	236	176	156	79
Provincial Part 1 Tickets	15,300	15,567	17,837	20,843	11,436
Provincial Parking	7,744	7,939	7,253	6,847	4,448
Part 3 Informations	1,663	2,048	1,644	1,843	1,118
TOTALS	24,944	25,790	26,910	29,689	17,081

*Seasonal statistics – charges in the summer and fall months.

Staff Complement (Forms 3,4, &5)	2013 Approved	2014 Request
Established Full Time Salary	8.000	8.000
Established Full Time Wage		
Part Time Positions	0.549	0.549
TOTAL F.T.E.	8.549	8.549

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
Provincial Offences Office							
Personnel	657,559	657,559	0.0%	0	666,113	1.3%	8,554
Contractual	105,508	119,402	13.2%	13,894	129,440	22.7%	23,932
Materials, Supplies	50,178	40,178	-19.9%	(10,000)	45,300	-9.7%	(4,878)
Repair and Maintenance	1,000	1,000	0.0%	0	1,000	0.0%	0
Fees & Debt servicing	333,369	325,389	-2.4%	(7,980)	422,190	26.6%	88,821
New Equipment	5,000	5,000	0.0%	0	2,000	-60.0%	(3,000)
Rentals	26,210	31,044	18.4%	4,834	44,794	70.9%	18,584
Travelling, Training	15,720	16,054	2.1%	334	16,425	4.5%	705
Other and Recoveries			0.0%	0		0.0%	0
	1,194,544	1,195,626	0.1%	1,082	1,327,262	11.1%	132,718
Revenue							
Fine Revenue	2,350,000	2,350,000	0.0%	0	2,450,000	4.3%	100,000
Net Municipal Share	(1,155,456)	(1,154,374)	-0.1%	1,082	(1,122,738)	-2.8%	32,718
County Allocation	(620,480)	(619,899)	-0.1%	581	(602,910)	-2.8%	17,570
NET REVENUE	(534,976)	(534,475)	-0.1%	501	(519,828)	-2.8%	15,148

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
SOCIAL SERVICES - GROSS EXPENDITURES							
Social Assistance							
Ontario Works - Administration and Employment (50% Provincial)	10,274,143	10,220,965	-0.5%	(53,177)	10,440,242	1.6%	166,099
Ontario Works - Mandatory Benefits (88.6% Provincial)	30,557,437	29,918,000	-2.1%	(639,437)	30,906,000	1.1%	348,563
Ontario Works - Discretionary Benefits (88.6% Provincial)	1,276,045	1,276,044	0.0%	(1)	1,352,770	6.0%	76,725
Addiction Services (82.8% Provincial)	555,946	555,946	0.0%	0	566,235	1.9%	10,289
Homemakers & Nurses (80% Provincial)	88,880	88,880	0.0%	0	100,000	12.5%	11,120
Homelessness - CHPI	3,583,188	3,583,188	0.0%	0	2,698,194	-24.7%	(884,994)
	46,335,638	45,643,024	-1.5%	(692,614)	46,063,441	-0.6%	(272,197)
Childrens Services and Community Partnerships							
Childrens Services Administration	365,532	604,406	65.3%	238,874	631,332	72.7%	265,800
Early Learning Child Development (100% Provincial)	8,526,643	8,195,544	-3.9%	(331,099)	8,195,544	-3.9%	(331,099)
Directly Operated Programs (Municipal)	351,024	333,869	-4.9%	(17,155)	367,713	4.8%	16,689
Social Assistance Restructuring Re-investment (100% Municipal)	141,686	141,686	0.0%	0	141,686	0.0%	0
Community Social Plan (100% Municipal)	249,323	249,818	0.2%	495	276,125	10.7%	26,802
	9,634,208	9,525,323	-1.1%	(108,885)	9,612,400	-0.2%	(21,808)
TOTAL GROSS EXPENDITURES	55,969,847	55,168,347	-1.4%	(801,500)	55,675,841	-0.5%	(294,006)

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
SOCIAL SERVICES - SUBSIDIES							
Social Assistance							
Ontario Works - Administration and Employment (50% Provincial)	6,247,416	6,204,980	-0.7%	(42,436)	6,379,421	2.1%	132,005
Ontario Works - Mandatory Benefits (88.6% Provincial)	26,218,281	25,669,644	-2.1%	(548,637)	27,382,716	4.4%	1,164,435
Ontario Works - Discretionary Benefits (88.6% Provincial)	848,803	848,803	0.0%	0	929,343	9.5%	80,540
Addiction Services (88.6% Provincial)	487,051	487,051	0.0%	0	497,397	2.1%	10,346
Homemakers & Nurses (80% Provincial)	80,266	80,266	0.0%	0	80,264	0.0%	(2)
Homelessness - CHPI	2,931,641	2,931,641	0.0%	0	2,046,647	-30.2%	(884,994)
	36,813,458	36,222,385	-1.6%	(591,073)	37,315,788	1.4%	502,330
Childrens Services and Community Partnerships							
Childrens Services Administration	165,680	437,706	164.2%	272,026	437,706	164.2%	272,026
Early Learning Child Development (100% Provincial)	7,411,136	7,096,545	-4.2%	(314,591)	7,096,545	-4.2%	(314,591)
	7,576,816	7,534,251	-0.6%	(42,565)	7,534,251	-0.6%	(42,565)
TOTAL SUBSIDY	44,390,274	43,756,636	-1.4%	(633,638)	44,850,039	1.0%	459,765

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
SOCIAL SERVICES - COUNTY CONTRIBUTION							
Social Assistance							
Ontario Works - Administration and Employment (50% Provincial)	698,484	687,903	-1.5%	(10,581)	697,395	-0.2%	(1,089)
Ontario Works - Mandatory Benefits (88.6% Provincial)	755,644	708,154	-6.3%	(47,490)	587,328	-22.3%	(168,316)
Ontario Works - Discretionary Benefits (88.6% Provincial)	156,430	156,430	0.0%	0	72,615	-53.6%	(83,815)
Addiction Services (88.6% Provincial)	11,712	11,712	0.0%	0	11,702	-0.1%	(10)
Homemakers & Nurses (80% Provincial)	4,477	4,477	0.0%	0	4,477	0.0%	0
Homelessness - CHPI	204,000	204,000	0.0%	0	204,000	0.0%	0
	1,830,747	1,772,676	-3.2%	(58,071)	1,577,517	-13.8%	(253,230)
Childrens Services and Community Partnerships							
Childrens Services Administration	49,963	41,675	-16.6%	(8,288)	44,534	-10.9%	(5,429)
Early Learning Child Development (100% Provincial)	269,721	274,750	1.9%	5,029	252,770	-6.3%	(16,951)
Directly Operated Programs (Municipal)	87,756	83,467	-4.9%	(4,289)	84,574	-3.6%	(3,182)
Social Assistance Restructuring Re-investment (100% Municipal)	24,086	24,087	0.0%	1	24,087	0.0%	1
Community Social Plan (100% Municipal)	135,994	140,174	3.1%	4,180	153,524	12.9%	17,530
	567,520	564,153	-0.6%	(3,367)	559,489	-1.4%	(8,031)
SUBTOTAL COUNTY CONTRIBUTION	2,398,267	2,336,829	-2.6%	(61,438)	2,137,006	-10.9%	(261,261)

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
SOCIAL SERVICES - CITY NET REQUIREMENTS							
Social Assistance							
Ontario Works - Administration and Employment (50% Provincial)	3,328,243	3,328,082	0.0%	(160)	3,363,426	1.1%	35,183
Ontario Works - Mandatory Benefits (88.6% Provincial)	3,583,512	3,540,202	-1.2%	(43,310)	2,935,956	-18.1%	(647,556)
Ontario Works - Discretionary Benefits (88.6% Provincial)	270,812	270,811	0.0%	(1)	350,812	29.5%	80,000
Addiction Services (88.6% Provincial)	57,183	57,183	0.0%	0	57,136	-0.1%	(47)
Homemakers & Nurses (80% Provincial)	4,137	4,137	0.0%	0	15,259	268.8%	11,122
Homelessness - CHPP	447,547	447,547	0.0%	(0)	447,547	0.0%	(0)
	7,691,434	7,647,963	-0.6%	(43,471)	7,170,136	-6.8%	(521,298)
Childrens Services and Community Partnerships							
Childrens Services Administration	149,889	125,025	-16.6%	(24,864)	149,092	-0.5%	(797)
Early Learning Child Development (100% Provincial)	845,786	824,249	-2.5%	(21,537)	846,229	0.1%	443
Directly Operated Programs (Municipal)	263,268	250,402	-4.9%	(12,866)	283,139	7.5%	19,871
Social Assistance Restructuring Re-investment (100% Municipal)	117,600	117,599	0.0%	(1)	117,599	0.0%	(1)
Community Social Plan (100% Municipal)	113,329	109,644	-3.3%	(3,685)	122,601	8.2%	9,272
	1,489,872	1,426,919	-4.2%	(62,953)	1,518,660	1.9%	28,788
NET COST SOCIAL SERVICES	9,181,306	9,074,882	-1.2%	(106,424)	8,688,796	-5.4%	(492,510)

2014 OPERATING BUDGET

FORM 1

Department: COMMUNITY SERVICES
Division: SOCIAL SERVICES

Activity Name: SOCIAL ASSISTANCE
Budget Account #: 521, 525, 527, 532, 539, 546, 555, 557, 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 and 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

Community Employment Resource Centre- to provide area residents with access to computer labs, job search supports, resume workshops and a resource library.

Highlights:

After modest increases in the past few years, the OW caseload is expected to stabilize in 2013 and therefore the budget is projecting a 0% increase in 2014 over the 2013 projected actuals which currently are estimated at 5% below budget. The gross cost per case has increased by 6.5% due to benefit enhancements announced by the Province including a 1% Rate increase, and additional \$14/month top up for single people, a \$200 per month earnings exemption and an increase in the allowable asset level to \$2,500 for singles and \$5,000 for couples.

Ontario Works staffing is reduced by 1.75 FTE's in 2014 due to the reduction of the Employment Support Worker following the closure of the Resource Centre and the ending of a temporary case manager due to the caseload level.

The Province is continuing to upload social assistance benefit costs, which began in 2010 and is expected to end in 2018. In 2014, benefits will be cost shared 88.6% by the Province and 11.4% by municipalities. As a result the net municipal budgets are decreasing. There is an overall decrease of this budget of \$261,261 or -10.9% for the County and a \$492,510 decrease or -5.4% for the City.

In April 2013 through report CSSS13-003 - Discretionary Benefits, a revised policy was implemented that has reduced the monthly cost per case (CPC) to just under \$15. The provincial cost share for this benefit is capped at \$10 CPC. In 2014 to maintain the benefits at the current level as was outlined in the budget report CPFS13-030 – 2014 Budget Guidelines, a phased in approach has been used to fund these benefits through a combination of a draw from social services reserve and an allocation of \$ 80,000 of upload.

In 2013, Council approved expansion of the Homemaker program for seniors to \$100,000, cost shared 80% by the Ministry of Health and Long Term Care (MOHLTC) and 20% by the Municipality. The County in turn, pays their actual costs. This program continues in 2014 with this same funding level.

In 2013, the new Community Homelessness Prevention Initiative (CHPI) began, as a result of consolidating funding from six previous homelessness programs. 2013 is a transition year and many programs have remained as status quo. As of January 1, 2014, the City as Service Manager will have a 10-year Housing and Homelessness Plan. The Plan will assist in determining programs and services to fund using the CHPI allocation and any further federal, provincial and municipal funding. In 2014, current service agreements for various programs will expire. Funding for the Federal Homelessness Partnering Strategy (HPS) and the one-time grant from MCSS for transitioning away from Community Start Up and Maintenance expires March 31, 2014. The Federal government has extended the HPS and the Investment in Affordable Housing funding, however, decisions on program type and delivery cannot be made until program guidelines have been released.

Emergency shelter usage increased 21.9% from 2011 to 2012. The first quarter of 2013 shows a decline in shelter usage.

Performance Data/Work Program:

	Description	2013 Budget	2013 Projected	2014 Budget	% Budget Change 2013-2014
1	OW Caseload	4,118	3,912	3,912	-5.0%
2	Participant Count	4,775	4,299	4,299	-10.0%
3	Participants Starting Employment	1,760	1,584	1,600	-10.0%
4	Hostel Days of Care Provided	21,900	20,000	19,710	-10.0%
5	Gross Monthly Cost per Case	\$618.37	\$642.20	\$658.36	6.5%

*OW Caseload and gross monthly cost per case are City and County figures combined

Staff Complement (Forms 3,4, & 5)	2013 Approved	2014 Request
Established Full Time Salary	98.250	96.500
Part Time Positions	1.715	1.708
TOTAL F.T.E.	99.965	98.208

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
Social Assistance							
Personnel	7,221,946	7,221,946	0.0%	0	7,210,026	-0.2%	(11,920)
Contractual	38,625,180	37,862,403	-2.0%	(762,777)	37,915,664	-1.8%	(709,516)
Materials, Supplies	107,469	104,984	-2.3%	(2,485)	106,207	-1.2%	(1,262)
Repair and Maintenance	87,439	87,439	0.0%	0	0	-100.0%	(87,439)
Fees & Debt Charges	7,654	7,154	-6.5%	(500)	94,985	1141.0%	87,331
Equipment	24,000	24,000	0.0%	0	18,680	-22.2%	(5,320)
Rental	692,426	692,426	0.0%	0	695,978	0.5%	3,552
Travelling, Training	141,328	141,396	0.0%	68	143,793	1.7%	2,465
Other	234,305	255,885	9.2%	21,580	263,385	12.4%	29,080
Recoveries	(806,109)	(754,610)	6.4%	51,499	(385,277)	52.2%	420,832
	46,335,638	45,643,023	-1.5%	(692,615)	46,063,441	-0.6%	(272,197)
Revenue							
Subsidies	33,393,446	34,015,592	1.9%	622,146	34,770,425	4.1%	1,376,979
Subsidies - 100% Funded	3,420,012	2,206,793	-35.5%	(1,213,219)	2,545,363	-25.6%	(874,649)
County Share	1,830,747	1,772,676	-3.2%	(58,071)	1,577,517	-13.8%	(253,230)
	38,644,205	37,995,061	-1.7%	(649,144)	38,893,305	0.6%	249,100
NET REQUIREMENT	7,691,434	7,647,962	-0.6%	(43,472)	7,170,136	-6.8%	(521,298)

2014 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:

In 2014, there will be an increase of 190 licensed child care spaces in the City primarily due to growth in the Before and After School programs and a decrease of 17 County spaces, changing the City/County cost share split for Children's Services municipal costs from 75%/25% in 2013 to 77%/23% in 2014. The budget shows an increase to the City contribution due to the 2% increase in the City cost share.

Gross Children's Services administration costs appear to be increasing significantly, but due to the new funding model introduced January 1, 2013, a change in reporting has occurred, and this increase in gross administration costs is offset by an increase in the provincial subsidy. Combined with the municipal cost share split change, the end result is a 10.9% decrease in the contribution from the County and 0.5% decrease for the City.

It is anticipated that funding for child care operators from the Ministry of Education will not increase over the 2013 allocation. \$200,000 of the unconditional grant has been budgeted in 2014 for additional Early Learning transition. The unconditional grant was received from the Province to use in an exit strategy when the Best Start program came to an end, but with the Early Learning Initiative continuing, it is being used to assist with the transition process. The Division proposes to use the remaining \$250,897 of the unconditional grant in the final year of transition in 2015. These transition funds will be used by local day care operators on capital projects and other business development costs in shifting to providing services for younger children. Viability of the business plan long term will be a critical factor in the decision making related to grant allocation.

In 2014, the Directly Operated budget will increase by 4.8%, primarily arising from an exclusion of additional costs in the 2013 budget related to the expansion of the School Age Program that began in September 2013. As well, there is a sizable rent increase for space occupied in the schools that becomes effective in 2014. Enrollment is projected to remain stable at the Pearson and Peterborough programs and there will be a modest increase in the Before and After School programs. The lease at Pearson expires in December 2014. Staff will explore alternative locations in the downtown to relocate this program. Parent fee revenue will increase slightly in

2014 due to the increased enrollment and a 2.5% increase in daily rates. There is a .298 increase in the FTE due to the expansion of the After School Program due to increasing enrollment. The cost of this part time staff is offset by increased revenue.

In 2014, the Community Social Plan (CSP) will continue to deliver information, referrals, and human services support to County residents and provide leadership and support to City projects that enhance social and economic development.

\$20,000 is being added to the CSP budget to provide additional support Kawartha Food Share at a 50/50 split between the City and County. KFS provides services in the city and county and augments other programs funded by Social Services such as the Drop in Centre, the Open Table and Rural Food Cupboards which provides food in a cost effective manner for the Division. Support to the United Way and Peterborough Social Planning Council are also included as in previous years.

Additional work in the areas of seniors and recreation are being funded through the CSP reserve. The CSP budget cost for these core services continue at a 40/60 split between the City and County respectively in 2014.

Performance Data/Work Program:

	Description	2013 Budget	2013 Projected	2014 Budget	% Budget Change 2013-2014
1	Families Served by Children's Services	1,473	1,530	1,530	3.9%
2	Children Served by Children's Services	1,827	1,746	1,746	-4.4%
3	Number of Licenced Spaces in Local DayCare Agencies	2,357	2,530	2,530	7.3%
4	Individuals Assisted through CSP	175	175	225	28.6%
5	Senior Summit participants	1,000	1,000	1,500	50.0%

Staff Complement (Forms 3,4, & 5)	2013 Approved	2014 Request
Established Full Time Salary	22.486	22.486
Established Full Time Wage		
Part Time Positions	6.071	6.369
TOTAL F.T.E.	28.557	28.855

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
Childrens Services and Community Partnerships							
Personnel	1,910,963	1,865,596	-2.4%	(45,367)	1,959,000	2.5%	48,037
Contractual	9,557,386	9,182,897	-3.9%	(374,489)	9,215,442	-3.6%	(341,944)
Materials, Supplies	66,465	66,256	-0.3%	(209)	68,726	3.4%	2,261
Repair and Maintenance	25,100	24,200	-3.6%	(900)	24,000	-4.4%	(1,100)
Fees and Debt Charges	18,940	18,940	0.0%	0	20,834	10.0%	1,894
New Equipment	2,107	2,107	0.0%	0	2,107	0.0%	0
Rentals	101,376	96,429	-4.9%	(4,947)	106,296	4.9%	4,920
Travelling, Training	32,740	32,230	-1.6%	(510)	34,155	4.3%	1,415
Recoveries	(2,080,869)	(1,763,332)	15.3%	317,537	(1,818,160)	12.6%	262,709
	9,634,208	9,525,323	-1.1%	(108,885)	9,612,400	-0.2%	(21,808)
Revenue							
Subsidies	7,576,816	7,262,225	-4.2%	(314,591)	7,262,225	-4.2%	(314,591)
100% Subsidies	0	272,026	0.0%	272,026	272,026	0.0%	272,026
County Share	567,520	564,153	-0.6%	(3,367)	559,489	-1.4%	(8,031)
	8,144,336	8,098,404	-0.6%	(45,932)	8,093,740	-0.6%	(50,596)
NET REQUIREMENT	1,489,872	1,426,919	-4.2%	(62,953)	1,518,660	1.9%	28,788

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
HOUSING							
Gross Expenditures							
Housing Administration	883,868	883,051	-0.1%	(817)	825,888	-6.6%	(57,980)
Peterborough Housing Corporation	2,948,000	2,948,000	0.0%	0	3,025,000	2.6%	77,000
Rent Supplement Programs	1,527,108	1,542,108	1.0%	15,000	1,742,108	14.1%	215,000
Non Profit and Native Housing Providers	6,900,000	6,900,000	0.0%	0	7,080,000	2.6%	180,000
Housing Resource Centre	322,705	504,064	56.2%	181,359	401,885	24.5%	79,180
Housing Access Peterborough	128,970	128,970	0.0%	0	131,225	1.7%	2,255
Special Program Funding - DOOR	750,000	750,000	0.0%	0	750,000	0.0%	0
Special Program Funding - IAH	1,093,490	1,135,495	3.8%	42,005	823,534	-24.7%	(269,956)
	14,554,141	14,791,688	1.6%	237,547	14,779,640	1.5%	225,499
Revenues							
Housing Administration	533,396	532,263	-0.2%	(1,133)	468,967	-12.1%	(64,429)
Peterborough Housing Corporation	1,873,281	1,873,281	0.0%	0	1,924,821	2.8%	51,540
Rent Supplement Programs	1,065,699	1,080,699	1.4%	15,000	1,234,399	15.8%	168,700
Non Profit and Native Housing Providers	4,793,267	4,793,267	0.0%	0	4,886,985	2.0%	93,718
Housing Resource Centre	214,178	395,537	84.7%	181,359	291,460	36.1%	77,282
Housing Access Peterborough	69,257	69,257	0.0%	0	70,468	1.7%	1,211
Special Program Funding - DOOR	750,000	750,000	0.0%	0	750,000	0.0%	0
Special Program Funding - IAH	1,093,490	1,135,495	3.8%	42,005	823,534	-24.7%	(269,956)
	10,392,568	10,629,799	2.3%	237,231	10,450,634	0.6%	58,066
Net Requirements							
Housing Administration	350,472	350,788	0.1%	316	356,921	1.8%	6,449
Peterborough Housing Corporation	1,074,719	1,074,719	0.0%	0	1,100,179	2.4%	25,460
Rent Supplement Programs	461,409	461,409	0.0%	0	507,709	10.0%	46,300
Non Profit and Native Housing Providers	2,106,733	2,106,733	0.0%	0	2,193,015	4.1%	86,282
Housing Resource Centre	108,527	108,527	0.0%	0	110,425	1.7%	1,898
Housing Access Peterborough	59,713	59,713	0.0%	0	60,757	1.7%	1,044
Special Program Funding - DOOR	0	0	0.0%	0	0	0.0%	0
Special Program Funding - IAH	0	0	0.0%	0	0	0.0%	0
	4,161,573	4,161,889	0.0%	316	4,329,006	4.0%	167,433

2014 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, 806

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 20 non-profit providers. The City funds and administers housing programs for the City and County. Senior government funding is used to construct affordable rental housing, and assist low-income households through loans and grants.

Highlights:

The majority of the Housing Division's budget supports social housing, as prescribed by provincially legislated funding formulas. A consolidated service agreement between the City and County is used to calculate the County's proportionate share, which is 53.7% in 2014 (53.7% in 2013).

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

The Housing Services Act (HSA, 2011), sets out the City's social housing responsibilities. 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 multi-million dollar community asset. To plan for the future and preserve this asset, the role of the City in social housing must go beyond the basic legislation. The Division aims to provide professional advice about asset management, property management and capital repair, and supports good governance among hundreds of volunteers on social housing boards.

The Division designs and delivers programs, negotiates funding agreements with the Province and other partners, monitors construction progress for new projects, and ensures multi-year program compliance.

The Division has service contracts with the Housing Resource Centre (operated by Community Counseling and Resource Centre) and Housing Access Peterborough (delivered by Peterborough Housing Corporation). The Division supports the Affordable Housing Action Committee (AHAC) in their annual publication (Housing is Fundamental) as well as their research projects. In 2014, the Division's work will be guided by the new 10 year Housing and Homelessness Plan.

The Administration budget for the Housing Division reflects a \$50,000 decrease in contractual services as the 10 Year Housing and Homelessness Plan has been completed. There is also a \$20,000 increase in the recovery from Social Services to recognize the supportive role of the Division in Social Service responsibilities.

The net requirement for Housing in 2014 is approximately \$360,552 of which \$166,937 is funded by the City and \$193,615 by the County. The gross increase for 2014 across the whole housing portfolio for salaries, insurance, taxes, utilities, rent supplement and other general operating costs is approximately \$510,700. Of the \$510,700 increase, \$200,000 is attributed to the introduction of a municipal rent supplement program. The increase for 2014 is offset by savings in mortgage payments of \$34,500, additional revenue from the Province of \$15,659 and a transfer from Social Services from the provincial Consolidated Homelessness Prevention Initiative (CHPI) of \$100,000 to support the municipal rent supplement program.

Performance Data/Work Program:

The need for affordable housing in the City and County is measured as follows: over 1,600 households are on the social housing waiting list; the average two-bedroom apartment is unaffordable for two thirds of low income households (monthly rent is \$904); and the vacancy rate is 2.7%, continuing a decline for the fourth consecutive year, and indicating that it is increasingly hard to find a vacant rental unit.

Staff Complement (Forms 3,4, & 5)	2013 Approved	2014 Request
Established Full Time Salary	6.400	6.400
Established Full Time Wage		
Part Time Positions		
TOTAL F.T.E.	6.400	6.400

CITY OF PETERBOROUGH

2014 Operating Budget

Description	2013 Approved	2013 Preliminary Actual	Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$	2014 Recommended	Variances 2013 - 2014 Budget	
						Over (Under) 2013 Budget %	Over (Under) 2013 Budget \$
Housing							
Personnel	651,767	651,450	0.0%	(317)	664,015	1.9%	12,248
Contractual	13,902,624	14,140,988	1.7%	238,364	14,136,625	1.7%	234,001
Materials, Supplies	3,500	3,200	-8.6%	(300)	3,200	-8.6%	(300)
Travelling, Training	16,250	16,050	-1.2%	(200)	15,800	-2.8%	(450)
Recoveries - Interdepartmental	(20,000)	(20,000)	0.0%	0	(40,000)	-100.0%	(20,000)
	14,554,141	14,791,688	1.6%	237,547	14,779,640	1.5%	225,499
Transfer from Province Government	138,305	81,500	-41.1%	(56,805)	30,000	-78.3%	(108,305)
Transfer from Federal Government - Social Housing Portfolio	4,600,645	4,657,650	1.2%	57,005	4,361,348	-5.2%	(239,297)
Transfer from Social Services	51,908	288,572	455.9%	236,664	263,385	407.4%	211,477
Transfer From/(To) Reserves	775,000	775,000	0.0%	0	775,000	0.0%	0
County Share	4,826,710	4,827,077	0.0%	367	5,020,901	4.0%	194,191
	10,392,568	10,629,799	2.3%	237,231	10,450,634	0.6%	58,066
NET REQUIREMENT	4,161,573	4,161,889	0.0%	316	4,329,006	4.0%	167,433

**2014-2023 CAPITAL BUDGET JUSTIFICATION
TANGIBLE CAPITAL ASSETS**

CAP FORM 1 (TCA)

Department: **COMMUNITY SERVICES**

Budget Reference #: **6-10.01**

Division: **SOCIAL SERVICES**

Project Name & Description

Social Services Office Leasehold Improvements and Furniture Replacement

Project Detail, Justification & Reference Map

Details of the project are not currently known. A report recommending how the space can be renovated to better meet service needs is in process of being written and will be available sometime in the fall.

Commitments Made

During Office space RFP process, it was recognized that by staying at Charlotte and Simcoe locations, improvements would need to be made to the office space to meet current service needs.

Effects on Future Operating Budgets

Accessibility Considerations

Improvements in accessibility are a high priority of the leasehold improvements.

Asset Description	Qty	Sub-Class 1	Sub-Class 2	Sub-Class 3	Acquis/ Compl date (yyyy/mm)	In-service date (yyyy/mm)	Cost
Leasehold Improvement to office Space		Building	Leasehold Improvements		2014/12	2014/12	120,000
Leasehold Improvement to office Space		Building	Leasehold Improvements		2015/12	2015/12	880,000
Office Furniture		Machinery & Equipment	Office Furniture & Equipment	Office furniture	2014/12	2014/12	50,000
Office Furniture		Machinery & Equipment	Office Furniture & Equipment	Office furniture	2015/12	2015/12	200,000

Tangible Capital Assets Ten Year Capital Budget Estimates

2014-2023 & Subsequent Years

(\$000's)

(1)	Project Total	Approved Pre-2014	R E Q U E S T E D										2024 to 2038
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	
DEPARTMENT	Community Services												
DIVISION/ACTIVITY	Social Services												
PROJECT DESCRIPTION	Office Leasehold Improve & Furniture												
PROJECT #	6-10.01												
EXPENDITURES													
CONTRACTUAL SERVICES- Lease hold Improvements	1,000.0		120.0	880.0									
Office Furniture	800.0		50.0	200.0	200.0	200.0	200.0	150.0					
PROJECT TOTAL	<u>1,800.0</u>		<u>170.0</u>	<u>1,080.0</u>	<u>200.0</u>	<u>200.0</u>	<u>200.0</u>	<u>150.0</u>					
DIRECT REVENUE													
SUBSIDIES - Other													
TOTAL DIRECT REVENUE													
NET REQUIREMENTS	<u>1,800.0</u>		<u>170.0</u>	<u>1,080.0</u>	<u>200.0</u>	<u>200.0</u>	<u>200.0</u>	<u>150.0</u>					
TO BE FINANCED FROM:													
DEBENTURES													
Tax Supported													
Internal Loan - Social Services Reserves	<u>1,800.0</u>		<u>170.0</u>	<u>1,080.0</u>	<u>200.0</u>	<u>200.0</u>	<u>200.0</u>	<u>150.0</u>					
TOTAL DEBENTURE FINANCING	<u>1,800.0</u>		<u>170.0</u>	<u>1,080.0</u>	<u>200.0</u>	<u>200.0</u>	<u>200.0</u>	<u>150.0</u>					
DEVELOPMENT CHARGES													
TOTAL DEVELOPMENT CHARGES													
Social Services													
TOTAL OTHER FINANCING													
CAPITAL LEVY													

**2014-2023 CAPITAL BUDGET JUSTIFICATION
OTHER CAPITAL ASSETS**

CAP FORM 1 (OTHER)

Department: COMMUNITY SERVICES

Budget Reference #: 6-10.02

Division: SOCIAL SERVICES

Project Name & Description

Brock Street Mission – Revitalization/Supporting Housing

Commitments Made

The Housing and Homeless plan itself will be reviewed by Council in the fall of 2013. Commitment 18 in the Plan outlines the need to improve the physical space and services for homeless men. Further assessment of the current Brock building is required to determine options to improve the facility for the shelter program and the feasibility of developing housing with supports at that site.

Effects on Future Operating Budgets

Having more supportive housing for men in the community could result in easing some costs on the shelter operating budget. The supports for men in this program could possibly be provided by existing service providers such as Canadian Mental Health Association, Four Counties Addiction Services and 360 Nurse Practitioner Clinic to address physical, mental health and addictions issues. The Central East LHIN has been approached to determine if additional funds are available for supportive services for men.

Overall program management may require some additional operating dollars for Brock which could come from a reallocation of CHPI or the municipal homeless budget.

Project Detail, Justification & Reference Map

In 2014 a structural assessment of the building will be completed and a full Project Plan developed.

A cost of \$100,000 capital expenditure has been estimated for the development process. A contribution of up to \$50,000 from the Housing Division would be applied and the remaining \$50,000 is proposed to be cost shared between the City and County using the 2014 caseload split of 83/17 with the City share of \$41,500 to come from Social Services Division Reserve.

Brock may receive some financial assistance from the Canadian Mortgage and Housing Corporation and, should that occur, the contributions first from Housing and then from the City and County Social Services budgets would be reduced.

As part of the assessment, the number of units that could be developed at this location would be determined and the cost of that development. If feasible up to 10-15 single room occupancy style bedrooms could be realized. The project will require rezoning to include longer term residence to the current use of the building as an emergency shelter.

Renovations to the building are required to improve the overall condition of the shelter and address accessibility issues. At the same time, it may be possible to develop a housing option with supports for men with senior government funding similar to the way in which Cameron House Semi Independent Units were created. Upon receiving the outcome of the feasibility study, the costs and other funding sources can be determined and considered in future years' budget deliberations. Building possibly could begin sometime in 2015.

City of Peterborough

Other Capital Assets

Ten Year Capital Budget Estimates

2014-2023 & Subsequent Years
(\$000's)

	Project Total	Approved Pre-2014	REQUESTED										2024 to 2038	
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023		
DEPARTMENT		Community Services												
DIVISION/ACTIVITY		Social Services												
PROJECT DESCRIPTION		The Brock Street Mission Building Renovation												
PROJECT #		6-10.02												
EXPENDITURES														
CONTRACTUAL SERVICES	100.0		100.0											
PROJECT TOTAL	<u>100.0</u>		<u>100.0</u>											
DIRECT REVENUE														
OTHER - The Brock Street Mission														
OTHER - Social Housing - DOOR	50.0		50.0											
OTHER - County of Peterborough	8.5		8.5											
TOTAL DIRECT REVENUE	<u>58.5</u>		<u>58.5</u>											
NET REQUIREMENTS	<u>41.5</u>		<u>41.5</u>											
TO BE FINANCED FROM:														
DEBENTURES														
Tax Supported														
TOTAL DEBENTURE FINANCING														
DEVELOPMENT CHARGES														
TOTAL DEVELOPMENT CHARGES														
Social Services Reserve	41.5		41.5											
TOTAL OTHER FINANCING	<u>41.5</u>		<u>41.5</u>											
CAPITAL LEVY														

**2014-2023 CAPITAL BUDGET JUSTIFICATION
OTHER CAPITAL ASSETS**

CAP FORM 1 (OTHER)

Department: **PLANNING & DEVELOPMENT**

Budget Reference #: **7-4.01**

Division: **HOUSING**

Project Name & Description

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

Project Detail, Justification & Reference Map

The \$100,000/year is a "placeholder" that deals with emergency repairs only until a strategic asset management plan can be considered by Council. This capital reserve will accumulate, with City and County contributions based on the weighted assessment sharing ratios, as long as no emergency repairs are required to be funded within the year.

Past government initiatives, such as the 2008 Social Housing Capital Repair Fund provided the City with \$0.85 million, and the 2009/2010 Social Housing Renovation and Retrofit Program (SHRRP) provided the City with \$5.4 million, to help fund immediately needed repairs. These programs took the pressure off in the short term but have now ended and there is no sign of any program to replace them. The 2011-2015 Investment in Affordable Housing Program (IAH) does not allow any repair money for social housing.

City of Peterborough

Other Capital Assets

Ten Year Capital Budget Estimates

2014-2023 & Subsequent Years
(\$000's)

	Project Total	Approved Pre-2014	REQUESTED										2024 to 2038		
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023			
DEPARTMENT															
DIVISION/ACTIVITY															
PROJECT DESCRIPTION															
PROJECT #															
EXPENDITURES															
CONTRACTUAL SERVICES	4,475.0	100.0	100.0	100.0	125.0	125.0	125.0	150.0	150.0	150.0	175.0	175.0	3,000.0		
PROJECT TOTAL	<u>4,475.0</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>150.0</u>	<u>150.0</u>	<u>175.0</u>	<u>175.0</u>	<u>3,000.0</u>		
DIRECT REVENUE															
SUBSIDIES															
OTHER - County of Peterborough	2,402.9	53.4	53.7	53.7	67.1	67.1	67.1	80.6	80.6	80.6	94.0	94.0	1,611.0		
TOTAL DIRECT REVENUE	<u>2,402.9</u>	<u>53.4</u>	<u>53.7</u>	<u>53.7</u>	<u>67.1</u>	<u>67.1</u>	<u>67.1</u>	<u>80.6</u>	<u>80.6</u>	<u>80.6</u>	<u>94.0</u>	<u>94.0</u>	<u>1,611.0</u>		
NET REQUIREMENTS	<u>2,072.1</u>	<u>46.6</u>	<u>46.3</u>	<u>46.3</u>	<u>57.9</u>	<u>57.9</u>	<u>57.9</u>	<u>69.4</u>	<u>69.4</u>	<u>69.4</u>	<u>81.0</u>	<u>81.0</u>	<u>1,389.0</u>		
TO BE FINANCED FROM:															
DEBENTURES															
Tax Supported															
TOTAL DEBENTURE FINANCING															
DEVELOPMENT CHARGES															
TOTAL DEVELOPMENT CHARGES															
Social Housing Reserve	46.3		46.3												
TOTAL OTHER FINANCING	<u>46.3</u>		<u>46.3</u>												
CAPITAL LEVY	<u>2,025.8</u>	<u>46.6</u>		<u>46.3</u>	<u>57.9</u>	<u>57.9</u>	<u>57.9</u>	<u>69.4</u>	<u>69.4</u>	<u>69.4</u>	<u>81.0</u>	<u>81.0</u>	<u>1,389.0</u>		

**2014-2023 CAPITAL BUDGET JUSTIFICATION
OTHER CAPITAL ASSETS**

CAP FORM 1 (OTHER)

Department: PLANNING & DEVELOPMENT

Budget Reference #: 7-4.02

Division: HOUSING

Project Name & Description

Building Condition Assessments (BCA)

Commitments Made

None

Effects on Future Operating Budgets

The Housing Division's operating budget is used to subsidize social housing providers that own and manage hundreds of buildings in the City and County of Peterborough.

Asset management in the social housing portfolio can be a key driver of operating costs – effective asset management reduces budget pressure that arises when maintenance is deferred or overlooked.

The Housing Division formulates opinions about required repairs based on input from experts, prioritizes needs, and where necessary, stages funding, to ensure wise investment of funds.

Peterborough's latest BCA project for the social housing portfolio began in December of 2009 (PLHD09-009) in response to RFP P-45-09. It enabled a strategic investment of over \$4.4 million from the provincial Social Housing Renewal and Repair Program (SHRRP) into:

- priority capital repairs (e.g. life safety, energy efficiency)
- 2010 Windows and Door Replacement Project
- 2011 Flat Roof Replacement Project

A pre-condition of SHRRP funding in 2010 was the existence of current BCAs. Up-to-date BCAs are necessary for property management decisions, as well as bulk Requests for Tenders, that when managed by City staff, have historically provided significant savings in operating costs and excellent teaching opportunities.

Project Detail, Justification & Reference Map

Based on the 2010 Building Condition Audit (BCA) 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 million. 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 million is inadequate to finance the needed repairs.

The purpose of a portfolio wide Building Condition Assessment (BCA) project in 2014 is to:

- conduct assessments of the social housing portfolio in the City and County of Peterborough
- identify and target capital repair needs for a 25 to 30 year period
- provide foundation of a strategic asset management plan for both the City and the housing providers

A BCA should be undertaken every three to five years by qualified professionals. Strategic asset management depends on current information and responsive information management for reporting and monitoring.

In 2012, the City received \$21,000 from the Province to advance asset management in the social housing portfolio. Also in 2012, the Province determined that social housing is a top priority, along with roads, bridges, water and wastewater, for municipal infrastructure strategies.

The 2014 BCA, in conjunction with the City's asset management strategy, will improve monitoring of social housing providers' capital reserves, as well as identify capital repair needs and providers' capacities to pay.

City of Peterborough

Other Capital Assets

Ten Year Capital Budget Estimates

2014-2023 & Subsequent Years
(\$000's)

	Project Total	Approved Pre-2014	REQUESTED										2024 to 2038		
			2014	2015	2016	2017	2018	2019	2020	2021	2022	2023			
DEPARTMENT															
DIVISION/ACTIVITY															
PROJECT DESCRIPTION															
PROJECT #															
EXPENDITURES															
CONTRACTUAL SERVICES	2,200.0		225.0					275.0					300.0		1,400.0
PROJECT TOTAL	<u>2,200.0</u>		<u>225.0</u>					<u>275.0</u>					<u>300.0</u>		<u>1,400.0</u>
DIRECT REVENUE															
SUBSIDIES - Other															
OTHER - Provider	1,100.0		112.5					137.5					150.0		700.0
OTHER - County of Peterborough	590.7		60.4					73.8					80.6		375.9
TOTAL DIRECT REVENUE	<u>1,690.7</u>		<u>172.9</u>					<u>211.3</u>					<u>230.6</u>		<u>1,075.9</u>
NET REQUIREMENTS	<u>509.3</u>		<u>52.1</u>					<u>63.7</u>					<u>69.4</u>		<u>324.1</u>
TO BE FINANCED FROM:															
DEBENTURES															
Tax Supported															
TOTAL DEBENTURE FINANCING															
DEVELOPMENT CHARGES															
TOTAL DEVELOPMENT CHARGES															
Social Housing Reserve	52.1		52.1												
TOTAL OTHER FINANCING	<u>52.1</u>		<u>52.1</u>												
CAPITAL LEVY	<u>457.2</u>							<u>63.7</u>					<u>69.4</u>		<u>324.1</u>

Appendix B

Social Services Budget Overview 2014



Social Services

Budget Overview 2014

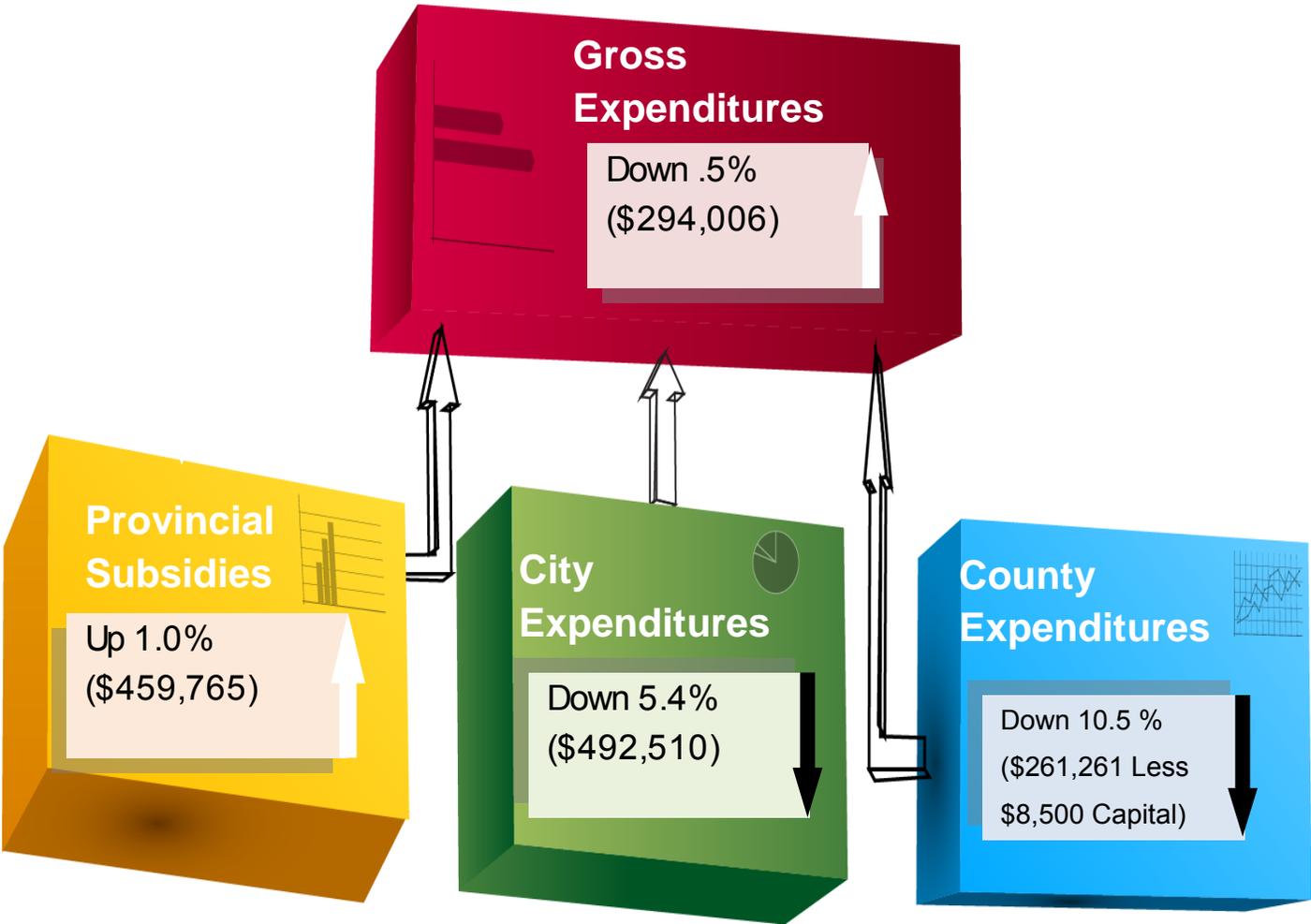


City of Peterborough

Budget Overview

The Social Services 2014 budget follows budget guidelines and maintains but does not increase services levels. There are some challenges due to the end of one-time funding in the homelessness programs but the 10 Year Housing and Homelessness Plan contains recommendations that may help to offset service impacts.

Overall, the gross expenditures are changing very little due to increasing provincial subsidies, the municipal contributions are declining. It is projected that the City costs will drop by 5% and the County costs will drop by over 10%.



Key drivers of budget changes are:

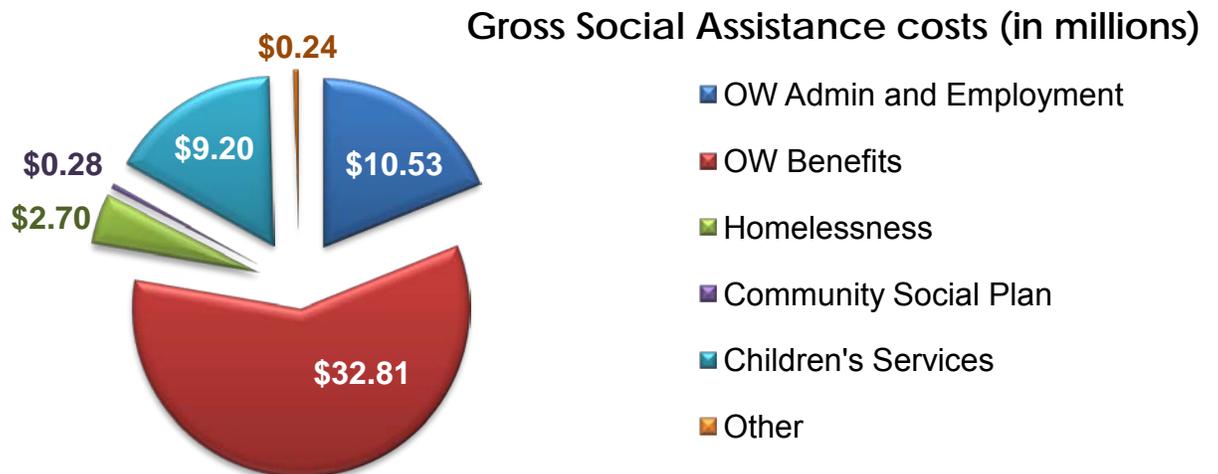
- provincial upload
- leveling of Ontario Works (OW) caseload
- increase in mandatory benefits cost per case due to rate and legislative increases
- general increases (2% inflationary, salaries)

Highlights

- ▶ Upload of Ontario Works program continues
- ▶ OW Caseloads leveling
- ▶ OW mandatory benefits increase
- ▶ Managing the new discretionary benefits funding cap
- ▶ End of one-time homelessness funding to transition to CHPI
- ▶ Capital shelter project assessment
- ▶ Move to 75% of schools offering full day JK/SK impacts child care
- ▶ Increasing commitment to access to services in the rural areas
- ▶ Office facilities solutions investigated

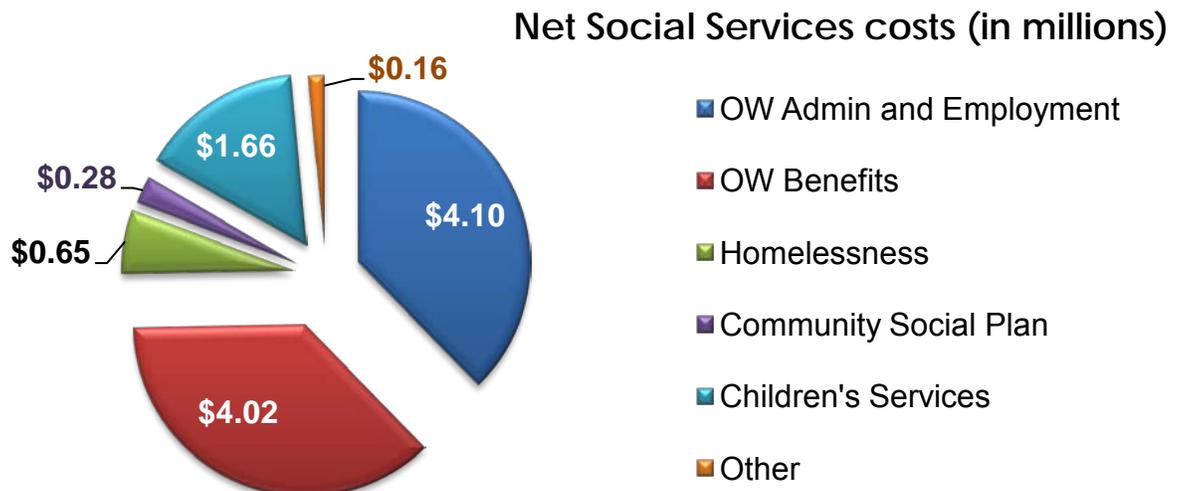
Gross costs

The 2014 Social Services gross costs will be \$55.76 million. The distribution of costs across program areas remains relatively static year over year with the OW benefits representing approximately 60% of the total budget. The administration costs and client employment supports for OW comprise an additional 20% of the gross budget.



Net costs

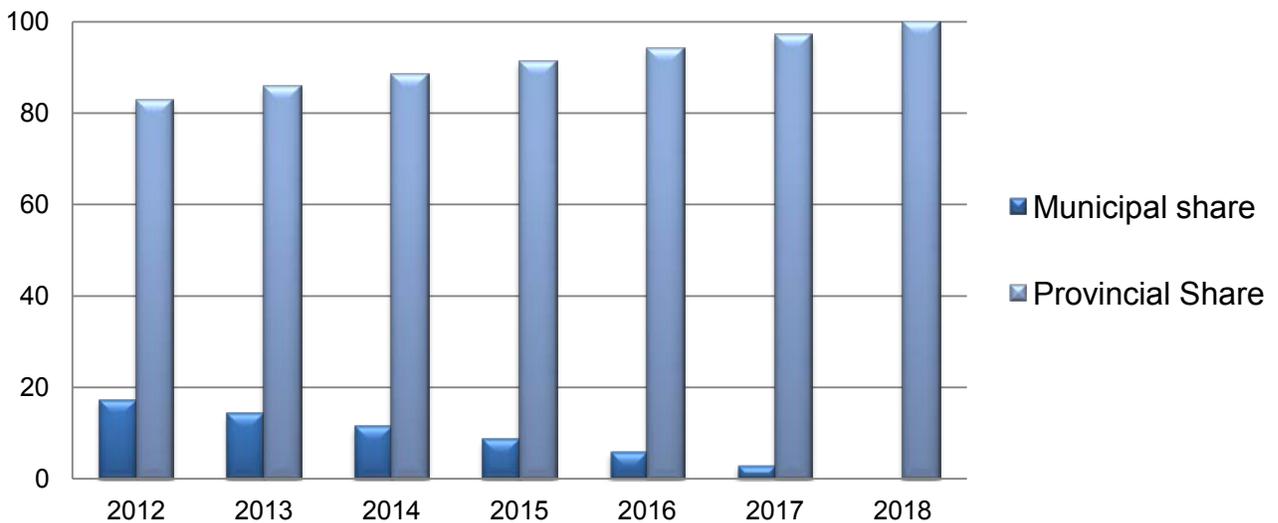
The Social Services 2014 net costs will be \$10.87 million. Though the distribution of gross costs across program areas remain relatively static, the net costs are shifting due to the provincial upload of OW client benefits and employment supports. The net costs of OW administration and client employment supports are approximately the percentage of the net costs as the mandatory benefits, at 38% each.



Provincial Upload

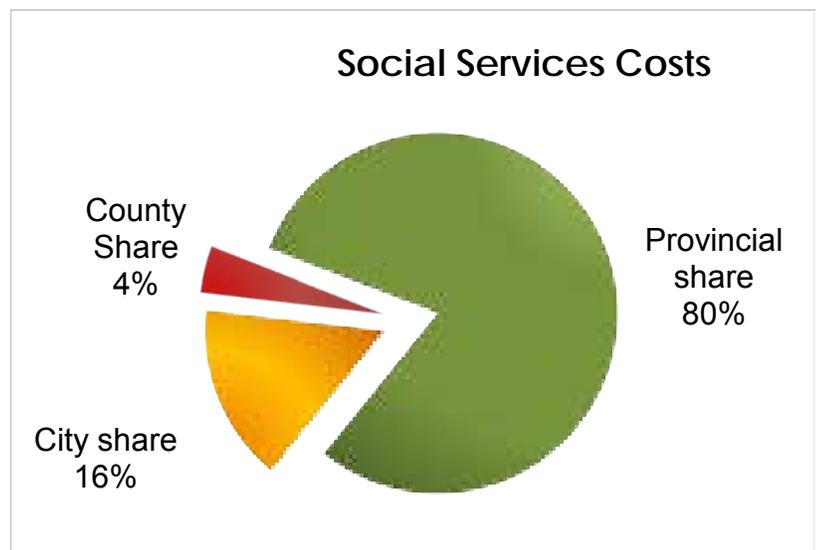
As the provincial cost share moves from 85.6% to 88.6%, the subsidy increase due to the upload for 2014 is estimated to be an additional \$844,000. These savings are offset by increases due to raising client benefit costs, negotiated salary increase and minor inflationary changes for some contracts, goods and services. The net impact is a decrease in municipal costs. The City costs drop by 5% (approx. \$450,000) and the County costs are projected to drop by 10% (approx. \$250,000).

Ontario Works Cost Sharing Financial Assistance

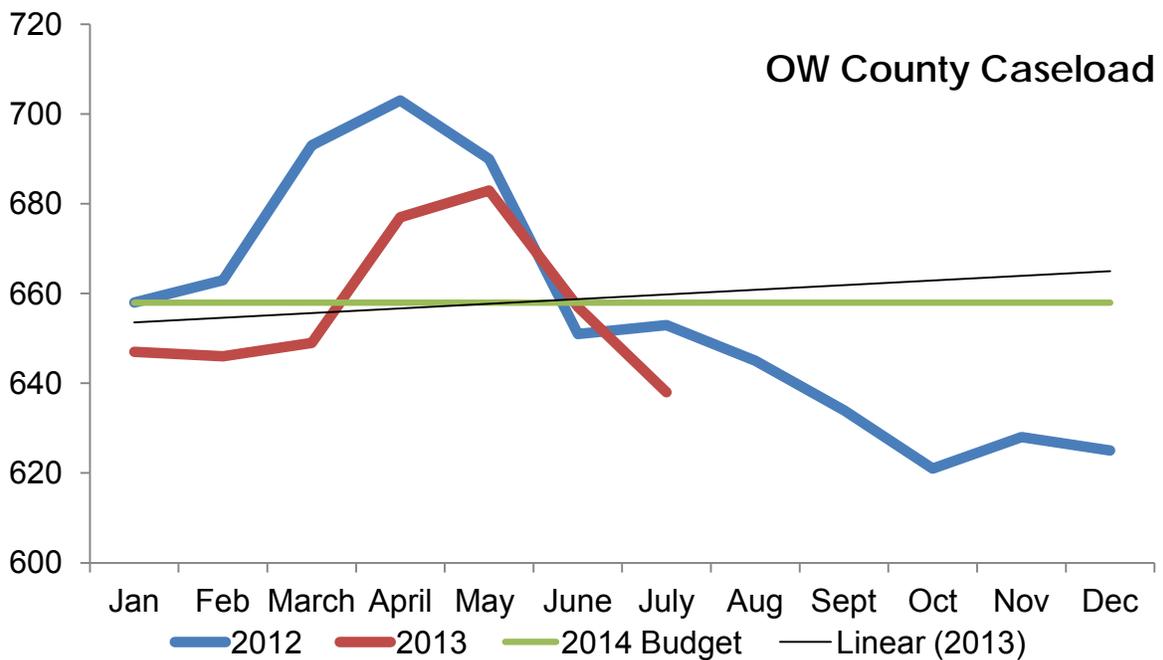
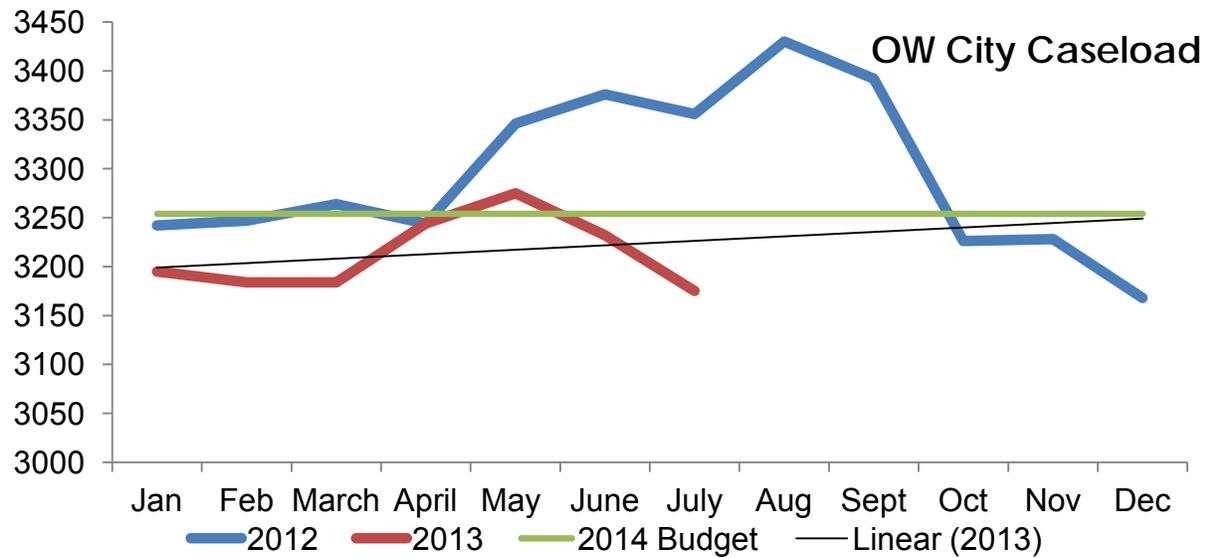


Overall who is paying for Social Services costs now?

As the province continues to upload OW financial assistance and employment supports the provincial share of social assistance costs increases. There are occasional shifts between the City and the County due to local changes. This year due to a change in licensed child care spaces in the City the share of child care costs has increased for the City.



OW Caseload



- 2013 average caseload year end projection is 3254 for the City (budget 3425) and 658 for the County (budget 693), 5% below 2013 budget
- 2014 average caseload budget is projected at 3254 for the City and 658 for the County (a 0% increase over 2013 projections)

Why are caseloads leveling?

- Local labour market performance is anticipated to be moderate over the next two years based on lower than average population growth and an economic forecast for Ontario's economy "to advance at a moderate, unspectacular speed over the next two years.*
- Lower than provincial average population growth
The population was growing at about 3% every 5 years but has slowed to 1.40% since 2006



*source: Canadian News Wire December 13, 2012- Ontario's Economy to Maintain Moderate Pace: RBC Economics
<http://www.newswire.ca/en/story/1088517/ontario-s-economy-to-maintain-moderate-pace-rbc-economics>

Ontario Works cost per case

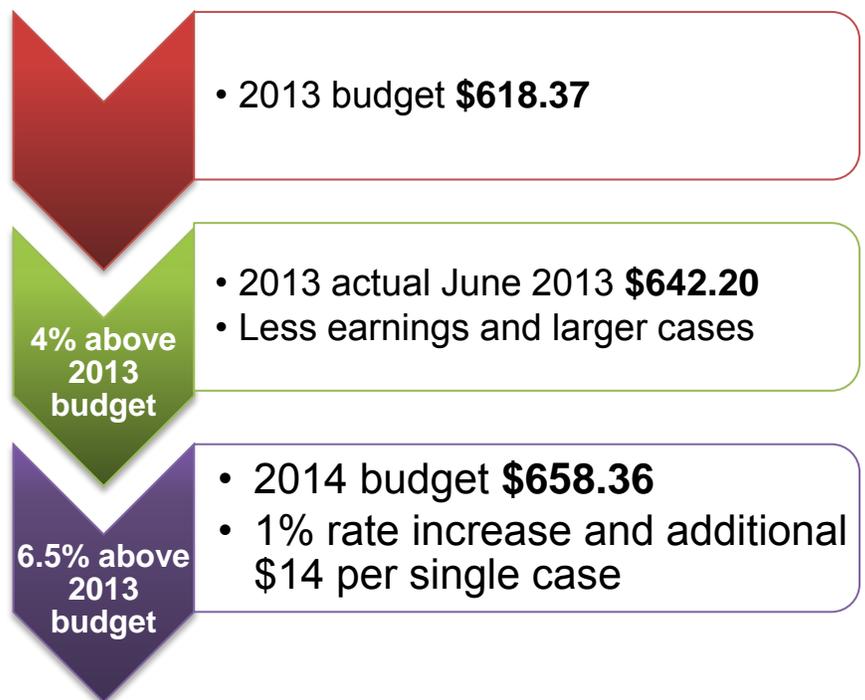
Social Assistance mandatory benefit costs are driven by two key factors, the size of the caseload and the cost per case.

Though it is anticipated that the caseload size will remain relatively stable over the next year, the cost per case is rising.

The cost per case started to rise through downward shifts in earning trends in 2013.

Additional provincial changes, including a 1% rate increase and changes to the rate structure for singles (an additional \$14/month/case) continue to increase the cost per case in 2014.

The OW cost per case is anticipated to increase by 6.5% in 2014.



Discretionary Benefits

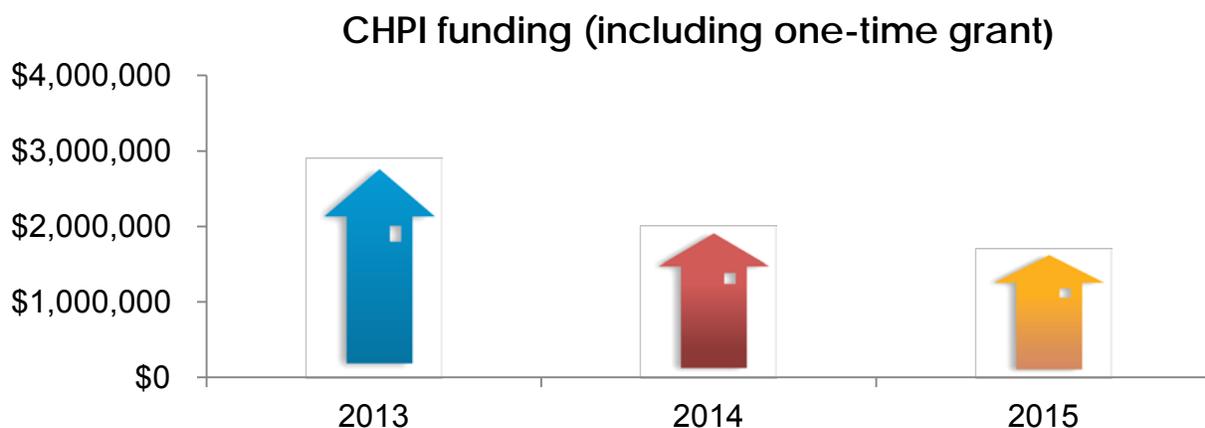
Given the new provincial funding cap of \$10/case, it is estimated that provincial revenue will be capped at \$929,343. In 2013 the City made the difficult decision to reduce the level of service for discretionary benefit less than \$15/case focusing on the health related benefits such as dental services and vision care. To maintain that level of service the municipality needs to allocate an additional \$340,000. As per the budget guidelines, the funding from the tax base increased by \$80,000 in 2014 and the increase is to continue another 4 years at same rate until full \$400,000 added to tax base. The balance, required to maintain the \$15 cost per case/month for 2014 will be taken from reserve (\$256,466).

Homelessness

Homelessness funding is in transition. It has moved to the Ministry of Municipal Affairs and Housing and priorities will soon be guided by the new 10 Housing and Homelessness Plan. There are provincial and municipal funding allocations in this program area though there are no requirements for municipal funding to get the provincial contributions.

Community Homelessness Prevention Initiative (CHPI)

The one-time provincial funding under CHPI will end March 31, 2014. CHPI funding will drop from \$2.9 million in 2013 to \$ 2.0 million in 2014 and finally \$1.7 million in 2015. In addition the municipality's one-time contribution of \$350,000 (originally the municipal contribution for Community Start-up) ends in December 2013

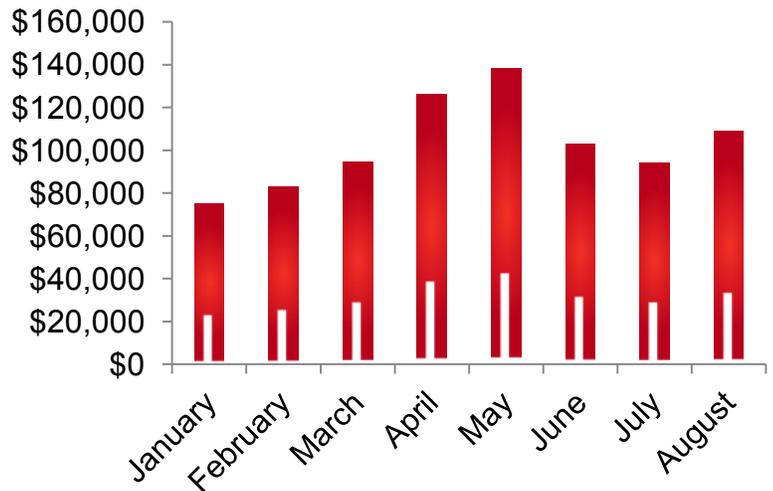


Housing Stability Fund

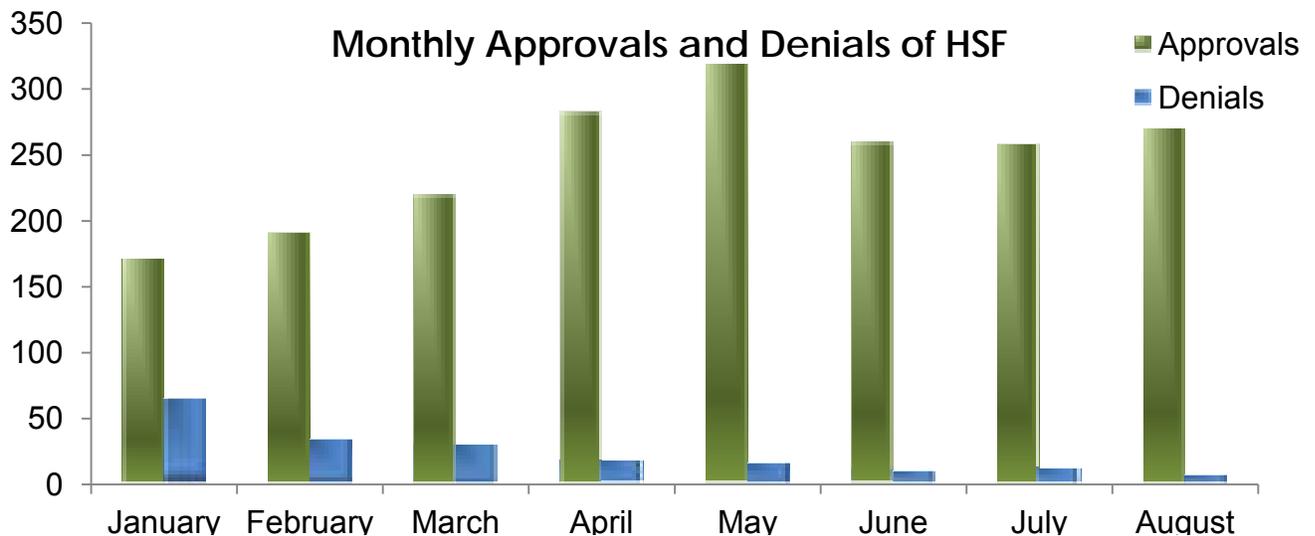
One of the key programs funded by CHPI is the Housing Stability Fund (HSF). The one-time CHPI funding allowed for expanded eligibility criteria and benefits designed to prevent homelessness and establish new housing.

The HSF has been carefully monitored tracking costs as well as the number of approvals compared to denials to continuously assess eligibility criteria.

HSF Benefits Issued



Monthly Approvals and Denials of HSF



The funding reduction comes at the same time the 10 Year Housing and Homelessness Plan is being approved and implemented. There are some action items from the Housing and Homelessness plan that are proposing additional municipal funding. A rent supplement program is being recommended in the Housing Division's budget at a cost of \$200,000 (50% new municipal funding and the balance from provincial CHPI allocation). The Social Services capital budget includes a request for a capital shelter project assessment.



Capital Shelter Project Assessment

The Housing and Homeless plan will be reviewed by Council in the fall of 2013. Commitment 18 in the Plan outlines the need to improve the physical space and services for homeless men. Further assessment of the current Brock building is required to determine options to improve the facility for the shelter program and the feasibility of developing housing with supports at that site. The cost of this assessment will be approximately \$150,000.

Social Services Reserve	\$41,500
County of Peterborough	8,500
Housing Division	<u>\$50,000</u>
Total	\$100,000



Municipal spending on homelessness in Social Services

Overall for homelessness programs within the Social Services budget the municipalities will be contributing:

Total Municipal \$751,547

County Capital \$8,500	City Capital \$41,500	County Operating \$204,000	City Operating \$447,547
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Children's Services

At the beginning of 2014, 75% of schools will have implemented full day kindergarten programs. By September 2014 all schools will have full day kindergarten. This has resulted in a growth of before and after school programs. There is a significant increase of 190 licensed child care spaces in the City and a reduction of 17 spaces in the County,



The funding model has also changed for Children's Services this year. The Ministry is providing additional funding flexibility but approximately the same level of subsidy. In addition to the operating expenditures, the division will be allocating \$200,000 of the unconditional grant reserves to help stabilize the child care system as children move from child care preschool programs to the all day kindergarten program. The balance on the unconditional grant at the end of 2014 is projected to be \$250,897.



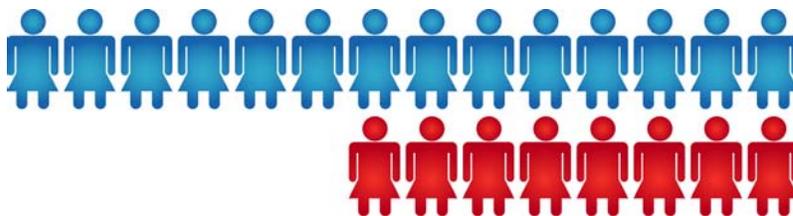
Community Social Plan (CSP)

The Community Social Plan continues to serve the people of Peterborough through 4 key components:

- commitment to improve access and awareness to services in the rural areas
- expansion to other municipalities
- strong commitment to advancing the activities of the Seniors Planning Table including pursuing an age friendly policy and another Seniors Summit
- Continued development of the Community Services Map

Staffing Summary

There are minimal overall staffing changes this year. The net change in full time equivalents (FTE) between the 2013 budget and the 2014



budget is a reduction of 1.45 FTE. These changes are a result of a combination of increase and decreases in different program areas as demand for service requires.

Program area	Staffing change	Rationale
Ontario Works	Down 1.75 FTE	Reduction of 1 Employment support worker due to the closure of the resource centre and one temporary case manager due to caseload leveling
Children Services	Up 0.298 FTE	Increase in part time staffing for before and after school programs
Total	Down 1.45 FTE	

Facilities Improvement

The results of a comprehensive facility review have determined that the Social Services Division will continue to reside at 178 Charlotte Street. The review also identified that there were some shortcomings with the existing site, including accessibility issues and wear and tear after 10 years of occupancy. Staff are developing plans to minimize accessibility barriers and appropriately manage the physical infrastructure including the upgrade of furniture.

To fund this plan over the next 5 years, a recommendation for a capital project is included in the 2014 budget. The project includes \$1 million dollars for leasehold improvements, for completion in 2015 and \$800,000 for the replacement of office furniture over the next 5 years. The capital project will be funded by a loan from the Social Services reserve to be repaid on an annual basis from operating costs. Some funding may be recovered from the City's Accessibility Fund.

Reserves balance

The Social Services Incentive reserve is used to fund the municipal component of one temporary case manager and the balance for this reserve based on the 2014 budget will be \$136,380.

The Children's Services unconditional grant is used to stabilize the child care system during the transition to the full day kindergarten programs and the balance at the end of 2014 is projected to be \$250,897

The General Reserve is being used in 2014 to partially support the Discretionary Benefits program as additional costs are gradually transitioned to the tax base. The anticipated balance at the end of 2014 on the General Reserves is \$2.7 Million. This reserve has normally been held to fund unanticipated caseload growth but as the province uploads the OW mandatory benefits, the risk to the municipality is reduced.

Summary

In 2014 due to the continued provincial upload of mandatory benefits the net municipal contribution to the Social Services budget is significantly reduced. This is the case even with the recommended strategy to maintain Discretionary Benefits at just under \$15 a month per case and the proposal to support a municipal rent supplement program. In 2014 we will need to continue to assess the impact of changes in provincial Homelessness and Housing funding on individuals in the community. The Housing and Homelessness Plan sets out an approach to improve housing affordability and to shift where possible from an emergency reactive approach to preventing homelessness. The Social Services Division budget and associated work plan is focused on increasing engagement of the people we serve and community partners in the delivery of our services and in the community planning role we conduct in all of our service areas.