



CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Customer Service, Access & Equity Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	February 8, 2016
SUBJECT/REPORT NO:	2016 Budget Submissions - Volunteer Advisory Committees (FCS16015) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Maxine Carter (905) 546-2424 x6419 Cindy Mercanti (905) 546-2424 x2654
SUBMITTED BY:	Mike Zegarac General Manager Finance & Corporate Services Department
SIGNATURE:	

RECOMMENDATION

That the Volunteer Advisory Committee 2016 base budget submissions be approved as follows and forwarded to the 2016 budget process:

- (a) Advisory Committee on Immigrants & Refugees in the amount of \$3,500;
- (b) Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Advisory Committee in the amount of \$3,890;
- (c) Aboriginal Advisory Committee in the amount of \$3,500;
- (d) Hamilton Mundialization Committee in the amount of \$5,890;
- (e) Hamilton Status of Women Committee in the amount of \$3,500; and
- (f) Committee Against Racism in the amount of \$8,890.

EXECUTIVE SUMMARY

In accordance with the process for submission of budgets for the Volunteer Advisory Committees, the Corporate Services Volunteer Advisory Committee Budgets for 2016 in the amount of \$29,170 are being submitted with the recommendation that they be approved, as most of the budget requests are the same amounts as the 2015 approved budget with the exception of Committee Against Racism. The Committee Against Racism submitted a report recommending the creation of the Lincoln Alexander Day Celebration Planning Working Group with an annual budget of \$5,000 in order to organize a yearly event and this request was subsequently approved at Council on September 23, 2015. This new initiative will therefore increase the Committee Against Racism's budget to \$8,890.

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Alternatives for Consideration – See Page 3.

FINANCIAL – STAFFING – LEGAL IMPLICATIONS (for recommendation(s) only)

Financial: The base budget requested for 2016 for the six (6) Advisory Committees is the same as the budget requested for in 2015 with the exception of the budget request of \$5,000 that was approved by Council on September 23, 2015 for the formation of the Lincoln Alexander Day Celebration Planning Working Group. This Working Group will report through the Committee Against Racism.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND (Chronology of events)

At their September, October and November 2015 meetings, the Corporate Services Volunteer Advisory Committees gave consideration to their budget needs for 2016. Their base budget submissions for the Advisory Committees are attached (refer to Appendixes A to F to Report FCS16015) as approved.

The budgets for the Advisory Committees include both the incidental costs to support the Committees, as well as, additional costs for specific events, programs and initiatives. The following is a summary of the requests and detailed requests are attached as Appendixes A to F to Report FCS16015.

	2015 Approved	2016 Base	2016 Increase	2016 Request
Advisory Committee on Immigrants & Refugees (Appendix A)	\$3,500	\$3,500	-	\$3,500
Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee (Appendix B)	\$3,890	\$3,890	-	\$3,890
Aboriginal Advisory Committee (Appendix C)	\$3,500	\$3,500	-	\$3,500
Hamilton Mundialization Committee (includes Kids for Kaga) (Appendix D)	\$5,890	\$5,890	-	\$5,890
Hamilton Status of Women Committee (Appendix E)	\$3,500	\$3,500	-	\$3,500
Committee Against Racism (Appendix F)	\$3,890	\$3,890	\$5,000	\$8,890
Total:	\$24,170	\$24,170	\$5,000	\$29,170

The Committee Against Racism submitted a report to the Audit, Finance & Administration Committee on September 14, 2015 recommending the creation of the Lincoln Alexander Day Celebration Planning Working Group (LADCPWG) with an annual budget of \$5,000 and this request was subsequently approved at Council on September 23, 2015.

The Lincoln Alexander Day Celebration Planning Working Group will organize a yearly event on or about January 21st of each year in honour of the late Lincoln Alexander's accomplishments and legacies. The Committee submitted a draft Terms of Reference and a draft work plan to assist the committee in their first year.

Council approved the following at the September 23, 2015 meeting:

- (a) That the formation of the Lincoln Alexander Day Planning Working Group reporting to the Committee Against Racism, to organize a yearly event to honour Lincoln Alexander Day (January 21st of each year), be approved in accordance with the Terms of Reference attached as Appendix "A" to Report CAR15001.
- (b) That a budget of \$5,000 be approved **from the Tax Stabilization Reserve in 2015 for the 2016 year**, in order to fund the event for the first year, with subsequent years' budgets and work plan approval to be predicated on the achievement of identified success measures which are to be **referred to the 2016 budget process to identify a sustainable funding source** and presented to Council each year; and
- (c) That the draft work plan and draft budget, attached as Appendix "B" to report CAR15001, be received.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Volunteer Advisory Committees are able to put surplus funds from each year into a reserve, for future purposes and request the use of those funds, in future years, for specific activities. The possibility gives the committees the chance to plan ahead to undertake specific projects or initiatives, in future years, while minimizing increases in their budgets. Many of the committees have not yet determined all of their activities for 2016. Should additional funding for any of the Advisory Committees be required in 2016 and be available in the volunteer advisory committee reserves, requests for reserve funding will be made at the appropriate time.

RELEVANT CONSULTATION

Each of the Volunteer Advisory Committees discussed their budget submissions at their September, October and/or November 2015 meetings.

**ANALYSIS AND RATIONAL FOR RECOMMENDATION
(Include Performance Measurement/Benchmarking Data if applicable)**

The recommendation will provide funding of the operation of the Advisory Committees so that they are able to continue to fulfil their Terms of Reference. The Committees are not asking for increased base budgets with the exception of the recently approved Lincoln Alexander Day Celebration Planning Working Group with a budget request of \$5,000.

ALTERNATIVES FOR CONSIDERATION

(Include Financial, Staffing, Legal and Policy Implications and Pros and Cons for each alternative)

The alternative would be not to fund the operations of the Advisory Committees. This is not recommended as these Advisory Committees provide valuable linkages to the community, especially at the grassroots level as well as providing valuable service and advice to the City, both to Council and to staff. The Advisory Committees also assist in bringing voices and lived experiences to our deliberations that might otherwise not be heard and included.

ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN

Strategic Priority #1

A Prosperous & Healthy Community

WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn

Strategic Priority #2

Valued & Sustainable Services

WE deliver high quality services that meet citizen needs and expectations, in a cost effective and responsible manner.

Strategic Objective

2.2 Improve the City's approach to engaging and informing citizens and stakeholders.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report FSC16015 – Advisory Committee on Immigrants & Refugees

Appendix "B" to Report FSC16015 – Lesbian, Gay, Bisexual, Transgender and Queer Advisory Committee

Appendix "C" to Report FSC16015 – Aboriginal Advisory Committee

Appendix "D" to Report FSC16015 – Hamilton Mundialization Committee (includes Kids for Kaga)

Appendix "E" to Report FSC16015 – Hamilton Status of Women Committee

Appendix "F" to Report FSC16015 – Committee Against Racism