
CITY OF KELOWNA

MEMORANDUM

DATE: May 6, 2004
FILE: 0360-20

TO: City Manager

FROM: Community Planning Manager

RE: 4 Pillars Strategy Funding Request

REPORT PREPARED BY: Theresa Eichler

RECOMMENDATION:

THAT Council authorize payment from the Strategic Plan Reserve Fund of an initial installment towards the immediate costs of scheduling, advertising and holding neighbourhood focus "input" meetings to the 4 Pillars Steering Committee to be administered through the Living Positive Resource Centre, subject to receipt of a budget that specifically outlines these costs;

AND THAT Council authorize further payments to the 4 Pillars Steering Committee to be administered through the Living Positive Resource Centre subject to receiving detailed budgets outlining consulting costs in terms of tasks and hours, as needed, the total amount not to exceed \$30,000;

AND THAT Council require the 4 Pillars Steering Committee to submit details of local allocations from the National Drug Strategy administered by Health Canada as soon as this information becomes available;

AND THAT Council require a letter of funding agreement to be prepared and signed between the City and the Living Positive Resource Centre outlining the responsibilities of each and requiring that reporting on actual expenditures on the 4 Pillars Program be submitted to the City, including a requirement that any unused money be returned to the City;

AND FURTHER THAT Council direct that the City continue to assist the 4 Pillars Initiative with in-kind costs, including meeting space, minor administrative costs and staff time from existing, approved budgets, and cooperation with the Social Planning and Housing Committee, wherever feasible.

PURPOSE:

To provide a staff response to the Central Okanagan Four Pillars Coalition / Mayor's Task Force on Community Safety and Harm Reduction request for funding that was presented to Council on May 3, 2004.

BACKGROUND:

In the summer of 2003, a coalition of agencies wrote to the Mayor, other Mayors in the Central Okanagan, Directors of the RDCO, Chief Robert Louie and the Executive Director of the Kelowna Downtown Association, inviting them to be part of a Community Safety and Harm Reduction Strategy for the Central Okanagan. The letter was signed by representatives of the AIDS Resource Centre, NOW Canada, the Okanagan Aboriginal Aids Society and the Central Okanagan Boys and Girls Club. The Mayor met with the authors of the letter and with staff to determine what the City's role should be.

As a result of these discussions, the Mayor suggested that an event be hosted by the City of Kelowna to raise awareness of the addictions issue in the Central Okanagan and to introduce the concepts of the 4 Pillars approach to addressing this problem. This event was held on November 26, 2003 at the Mary Irwin Theatre at the Rotary Arts Centre. Costs were covered by the City and the Mayor served as host. There was a panel of speakers on the issue and the event was considered a success, with well over 300 people in attendance.

Since then, a Steering Committee has been struck with 38 participating members. There are also several sub-committees, one to address each of the 4 pillars: Prevention; Treatment; Enforcement and Harm Reduction. There are also sub-committees to deal with other issues such as communication and media relations. The City has participated in this activity with attendance by staff (Community Planning Manager) to Steering Committee meetings, where scheduling allows it and by Councillor Shepherd to Steering Committee meetings, time permitting. The meeting venue for the Steering Committee is the Community Hall at the Martin Centre, which is leased by the City to the Okanagan Boys & Girls Club for \$1/year, plus a \$12,000 contribution to a building contingency fund. Meeting space for the Prevention Sub-Committee is also provided free of charge at City Hall. The City has therefore provided support on a continual basis. Support, in terms of in-kind provision of administrative costs and meeting space, as well as staff time, would continue.

REPORT:

On Monday, May 3, 2004, the Chair (Allen Lueck) the Chair of the 4 Pillars Steering Committee presented a report to Council, outlining activities and proposed action and requesting funding from the City. The funding is to conduct community consultations and to complete a report to be presented in the Fall of 2004, recommending appropriate strategies to implement the 4 Pillar approach in Kelowna. A report was attached to the Council agenda for May 3^d, and additional information was presented within a Power-point presentation. City representation at the steering committee meetings where the business plan and funding request were discussed was not available due to scheduling conflicts. The request for funding is somewhat earlier than anticipated. Costs are to be incurred for community consultation starting on May 10th. An expedient response from the City is therefore expected. On May 3^d, the full amount of the budget presented by the 4 Pillars representatives was identified as \$49,700 and this amount was requested as seed money from the City. During the meeting, it was pointed out that the work on drug addiction strategies will cover a wider area than the boundaries of the city and that other jurisdictions should be approached for funding. On this basis, the budget below has now been submitted for the funding request:

THE BUDGET

	Kelowna	%	CORD	%	Lake Country	%	Peach- land	%	Total
Population	103421	6	40258	25	9785	6	4998	3	158562
Advertising	4950		1875		450		225		7500
Office Supplies	494		188		45		23		750
Printing & Copying	3300		1250		300		150		5000
Phone/Fax	494		188		45		23		750
Travel/Local Area	396		150		36		18		600
Facilities Rentals	1716		650		156		78		2600
Meeting Facilities, Supplies, PA Systems, A/V Equipment, Coffee, Juice etc.	1650		625		150		75		2500
Staff: Coordinator/Recording/Consultan t/Writer	19800		7500		1800		900		30000
Total	32800		12426		2982		1492		49700

* Population Data - Regional
 District of the Central Okanagan

The above table places the amount requested from the City at \$32,800, including \$19,800 for consulting fees.

Grants-in-Aid Programs:

Although staff advised the Steering Committee of the Community Social Development (CSD) Grants process, the committee did not feel that it was ready to submit an application by the February 27th, 2004 deadline. An application was received by an agency wishing to run a program related to the harm reduction strategy within 4 Pillars, but this was not part of the work of the Steering Committee. Within, the Community Planning budget, there are now three grant programs. Aside from the CSD grants, there is a program for Grant to Address the Sexual Exploitation of Youth. Each of these 2 programs has an annual budget. Any money not used by either program is rolled into a social grant reserve R117. The reserve is also used to fund a third program for Emergency Grants. These can be applied for outside the timeframe for the other two grant programs and cannot exceed \$5,000. Agencies are only eligible for an emergency grant once in a three-year timeframe. All three programs are guided by Council policies and require a formalized application process, with details on budget, tasks and other sources of funding. A business plan is required for an emergency grant application to show how funding emergencies will be resolved.

Staff cannot recommend that money be directed out of the grants reserve R117, or either grant's budget outside of the Council-approved procedures. This would set an undesirable precedent for by-passing the process and is inequitable for those agencies that have submitted applications. The request for funding presented to Council on May 3rd was made without consultation with City planning staff, nor was there a referral to the City's Social Planning and Housing Committee. Staff has been updating the Committee on activities of the 4 Pillars Committees, however.

Other sources of funding should therefore be explored. The Director of Finance advises that a reserve fund for the Strategic Plan Process is a potential source.

Federal Funding:

Within the Power-point presentation that was given on behalf of the 4 Pillars Steering Committee on May 3rd, \$245 million of Federal funding was identified for a National Drug Strategy out of Health Canada. There was an indication that some of this money would be directed to Kelowna. Staff has now reviewed the report on the strategy on the Health Canada web site, seen the media release when the Health Minister announced this funding in May, 2003, and tried to contact staff at Health Canada to find out more. There is to be a community funding initiative administered through Health Canada, but the details of when, what dollars and how that process would work need to be determined. There is no confirmation of the regional allocations suggested by the Steering Committee, at the time of writing.

Other Cities:

The 4 Pillars Steering Committee has used Kamloops, Vancouver and Winnipeg as examples of other cities that are involved in a 4 Pillars initiative. The Vancouver Agreement is available at <http://www.vancouveragreement.ca/Attached%20Documents/Final%20VA%20formatted.pdf>

There is no financial detail provided in this agreement. City staff contacted Ron McCall, City of Kamloops staff to determine actions and financial commitments made by the City of Kamloops on their 4 Pillars approach. Mr. McCall identified City assistance in terms of staff time, minor administrative costs for printing, mailing or photocopying derived from existing City budgets and other in-kind assistance, in terms of meeting space and cooperation to identify roles, services, gaps and needs for cooperation between agencies. No grant or funding request has been received or authorized for the 4 Pillars initiative. All of the actions taking place in Kamloops are similar and consistent with the type of assistance that is being provided and can be offered by our City staff. Kamloops also has formalized grants-in-aid for social initiatives and no application was received specifically for the 4 Pillars work, but a couple of applications were received from individual agencies involved in this initiative, again consistent with the Kelowna experience. Mr. McCall also indicated that any issues with administration and funding for the 4 Pillars initiative would be referred to the City's Social Planning Committee.

From a staff perspective, the request for funding at this time seems premature. The actual costs of the work proposed by the Steering Committee are not yet known. No tasks or hours required have been defined as part of the consulting costs. Many of the administrative costs outside of consulting fees can be provided by in-kind cooperation with agencies and businesses in the City. This has already been happening and the City has been a provider of these needs. A great deal of volunteer contributions has been made to the 4 Pillars initiative in Kelowna up to the present and there is reason to believe this will continue. There is not enough known about the Federal National Drug Strategy in terms of allocations of funding, neither in terms of amounts, nor where the money would be directed. Non-profits, community-level coalitions, municipalities, provincial or federal agencies at the local level are all examples of where this money could be directed. The City would need some assurance of initial seed money being reimbursed by some other government agency in order to be able to commit the \$32,800 amount requested by the Steering Committee. A lesser amount could be considered. However, staff can only recommend this by advising that the 4 Pillars Steering Committee apply for an Emergency Grant and this program allows a maximum grant of \$5,000.

Should Council wish to access other reserve monies to assist the 4 Pillar initiative, a more detailed business plan and budget should be provided as a condition of payment. Payment in instalments, on an, as needed basis, with further details at the time each instalment is needed is another suggestion. The amount requested from the City is \$32,800, based on a regional population-based apportionment of the costs. The budget presented provides insufficient detail on the level of consulting costs. Administrative costs could be provided by in-kind contributions by various agencies, including the City. This should be explored and itemized in more detail.

For example details of location and venues for public consultations should be identified. The City may be able to provide assistance with the use of City-owned facilities for these events. Tasks for consulting and number of hours required per task should be outlined more specifically, as \$30,000 is a significant cost for consulting. Federal funding for a National Drug Strategy has been identified at \$245 million, but information on distribution methods, recipients and regional allocations has not been clarified as of yet. An initial instalment could be authorized by the City, based on details pertaining to immediate costs. Further instalments should provide details on hours and costs of consulting time for the various tasks, and confirmation of Federal funding from the National Drug Strategy towards the Central Okanagan 4 Pillars Initiative / Mayor's Task Force on Community Safety and Harm Reduction should be provided as soon as possible. Details on in-kind provision of administrative costs by business, other agencies or government bodies should also be included in the budget. A letter of agreement between the City and the Living Positive Resource Centre, on behalf of the 4 Pillars Steering Committee should be signed outlining responsibilities of both parties, requiring reporting to the City on actual spending and reimbursement of any unused City funds.

Theresa Eichler, MCIP
Community Planning Manager

Approved for Inclusion

David Shipclark
Manager, Community Development & Real Estate

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