

Agenda

Community and Protective Services Committee

15th Meeting of the Community and Protective Services Committee

November 13, 2018, 4:00 PM

Council Chambers

Members

Councillors M. Cassidy, V. Ridley, B. Armstrong, M. Salih, P. Squire, Mayor M. Brown

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The Committee will recess at approximately 6:30 PM for dinner, as required.

	Pages
1. Disclosures of Pecuniary Interest	
2. Consent	
2.1 11th Report of the Animal Welfare Advisory Committee	3
2.2 11th Report of the Diversity, Inclusion & Anti-Oppression Advisory Committee	4
2.3 9th Report of the London Housing Advisory Committee	5
2.4 Absent from Meeting	10
2.5 Emergency Communications Program Update (One Voice)	11
2.6 Ontario Works Employment Innovations - Bridges Out of Poverty & Circles Evaluation #2	13
2.7 London Community Gardens Program Strategic Plan and Accessibility Update	34
2.8 London Strengthening Neighbourhood Strategy 2017-2020: Neighbourhood Event Equipment Lending Program	45
2.9 Request for Proposal 18-22 - Design, Construction and Operation of an Indigenous - Led Licensed Child Care and Family Centre	52
3. Scheduled Items	
3.1 Item not to be heard before 4:05 PM M. Cairns, Accessibility Advisory Committee – 9th Report of the Accessibility Advisory Committee	56
3.2 Item not to be heard before 4:10 PM L. Norman, Community Safety and Crime Prevention Advisory Committee – 7th Report of the Community Safety and Crime Prevention Advisory Committee	64
4. Items for Direction	

5. Deferred Matters/Additional Business

5.1 Deferred Matters List

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6. Confidential

6.1 Land Acquisition

A matter pertaining to advice that is subject to solicitor-client privilege, including communications necessary for that purpose; commercial and financial information supplied in confidence, the disclosure of which could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of the Corporation, result in similar information no longer being supplied to the Corporation where it is in the public interest that similar information continue to be so supplied and result in undue loss or gain to any person, group, committee or financial institution or agency with respect to a property acquisition.

6.2 Personal Matters/Identifiable Individual

Personal matters pertaining to identifiable individuals, including municipal employees, with respect to the 2019 Mayor's New Year's Honour List.

7. Adjournment

Animal Welfare Advisory Committee Report

11th Meeting of the Animal Welfare Advisory Committee
November 1, 2018
Committee Room #4

Attendance PRESENT: W. Brown (Chair), H. de Hoog, A. Evans, P. Lystar,
M. Morris; and P. Shack (Secretary)

REGRETS: K. Ashe, A. Cheng, M. Gelinas, A. Hayes, D.
Simpson and M. Toplack

ALSO PRESENT: R. Oke

The meeting stood adjourned at 5:30 PM, due to lack of quorum.

Diversity, Inclusion and Anti-Oppression Advisory Committee

Report

11th Meeting of the Diversity, Inclusion & Anti-Oppression Advisory Committee
October 18, 2018

Attendance PRESENT: R. Hussain (Chair), Z. Hashmi, S. Lewkowitz, S. Sharma, I. Silver; and P. Shack (Secretary)

ALSO PRESENT: T. Allott, F. Andrighetti, K. Husain, M. Sereda, and T. Wall

REGRETS: F. Cassar, A. Hamza, L. Osbourne, M. Prefontaine and A. Sanchez

The meeting stood adjourned at 12:30 PM, due to lack of quorum

London Housing Advisory Committee

Report

9th Meeting of the London Housing Advisory Committee
October 10, 2018
Committee Room #1

Attendance

PRESENT: B. Odegaard (Vice Chair), A. Galloway, M. Inthavong, D. Nemeth, J. Peaire, D. Peckham, N. Reeves, J. Stickling: and P. Shack (Secretary)

ALSO PRESENT: G. Matthews and S. Giustizia

REGRETS: J. Coley Phillips and J. Malkin

The meeting was called to order at 12:24 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

2.1 Inclusionary Zoning Update

That it BE NOTED that the attached presentation from G. Barrett, Manager, Long Range Planning and Research, with respect to Inclusionary Zoning Update, was received.

3. Consent

3.1 7th and 8th Reports of the London Housing Advisory Committee

That it BE NOTED that the 7th and 8th Reports of the London Housing Advisory Committee, from its meetings held on July 11, 2018 and September 12, 2018, respectively, were received.

3.2 Letter of Resignation - Nickey Calford

That it BE NOTED that a communication dated July 10, 2018 from N. Calford with respect to her resignation from the London Housing Advisory Committee, was received.

4. Sub-Committees and Working Groups

None.

5. Items for Discussion

5.1 LHAC Terms of Reference

That consideration of the London Housing Advisory Committee(LHAC)Terms of Reference BE DEFERRED to a future meeting of LHAC.

5.2 Mayors New Years Honour List

That consideration of the Mayors New Years Honour List BE DEFERRED to the next meeting of the London Housing Advisory Committee.

6. Deferred Matters/Additional Business

6.1 (ADDED) November Meeting

That it BE NOTED that the November meeting of the London Housing Advisory Committee has moved from November 14th, 2018 to November 5th, 2018.

7. Adjournment

The meeting adjourned at 1:50 PM.

Regulations for the *Promoting Affordable Housing Act, 2016: Inclusionary Zoning*

London Housing Advisory Committee
October 10, 2018

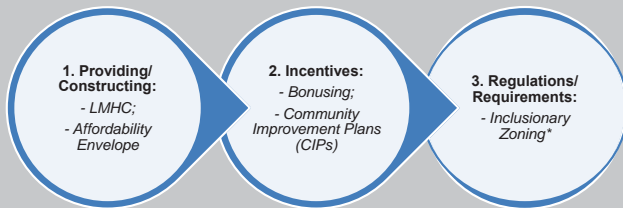


Timeline

- December 8, 2016: *Promoting Affordable Housing Act, 2016*, received royal assent.
- December 18, 2017: Draft Regulations posted to EBR for comment.
- January 22, 2018: Report to PEC with comments on Draft Regulations.
- April 11, 2018: Final regulations released by Province (O. Reg. 232/18).
- August 13, 2018: Report to PEC with summary of Ontario Regulations and next steps.



Suite of Housing Programs: Potential New Program - IZ



*Potential new program

- Regulation, not incentive.



Ontario Regulation 232/18

- Official Plan Policies – *enable I.Z.*
- Assessment Report – *required to define market, housing, and need*
- Matters and measures under O. Reg. 232/18
 - Tenure
 - Set Aside
 - Price
 - Affordability Period
 - Exempted developments
 - Off-site units
 - Unit Standards – *design not specified*
 - Share of Proceeds Related to Equity



Tenure

Draft Regulations	O. Reg. 232/18
IZ regulations only applied to multi-unit projects intended to be owned. i.e. Purpose-built rental buildings were exempt from Inclusionary Zoning under the draft regulations.	Exemption removed, and IZ can be applied to ownership and rental projects.



Set Aside

Draft Regulations	O. Reg. 232/18
Maximum of 5% of the total units in a project to be affordable units. or Maximum 10% of total units in an area designated as a Rapid Transit Station area.	Now left up to local municipalities. No percentage or number of affordable units prescribed in O. Reg. 232/18



Affordability Period

Draft Regulations	O. Reg. 232/18
The length of time the units are to remain affordable. Prescribed as no less than 20 years and no more than 30 years, with a period of no more than 10 years after the affordability period ends where the affordable price and sale provisions established in the by-law would continue to apply.	Prescribed lengths removed. Now left up to local municipalities. "Transition period" also removed from regulations.



Price

Draft Regulations	O. Reg. 232/18
Purchase price of the affordable units was prescribed in the draft regulations. Regulations prescribed "transition period" as market rate.	Purchase price of units during the affordability period has been removed and is now at the discretion of local municipalities. *May also now apply to rental price, as well as purchase price of units.



Exempted Developments

Draft Regulations	O. Reg. 232/18
<ul style="list-style-type: none"> - Only applied to developments of 20 units or more. - Exempted rental developments. - Exempted proposals made by a non-profit housing provider. - Any application made before the day that an inclusionary zoning by-law was passed. - Any application for an Official Plan amendment, zoning by-law amendment, site plan, plan of subdivision or condominium made on the day before an Official Plan policy authorizing IZ was adopted by Council. 	<ul style="list-style-type: none"> - Buildings of fewer than 10 units exempted. - IZ now applicable to Rental developments.



Location of Affordable Units (Off-Site)

Draft Regulations	O. Reg. 232/18
Affordable Units could be permitted on a different site than the market-rate development proposal site, provided that: <ul style="list-style-type: none"> - Offsite units must be located in proximity to the proposed development; - The land that the units are to be transferred to must be zoned to permit IZ; - Offsite units must be available for occupancy within 36 months; - Offsite units cannot count towards any affordable housing requirement on the receiving site; and - No more than 50% of the units in the offsite development can be affordable housing units. 	Off-site units are still permitted. Reference to the maximum 50% of the receiving site being affordable has been removed. Reference to the availability of units within 36 months of the market units has been removed. Municipalities must identify in their Official Plan policies and IZ by-law if off-site units are permitted and if so, the conditions under which off-site units would be permitted. i.e. Municipal discretion to determine conditions and define "proximity".



Incentives

Draft Regulations	O. Reg. 232/18
<ul style="list-style-type: none"> - Unless lands under development are subject to a Community Planning Permit System (CPPS), the IZ regulation would required a financial contribution to be paid by the municipality (i.e. incentive to build the affordable units). - Contribution to be equal to 40% of the difference between the average market price of the affordable housing units and the affordable price for the affordable housing units. - Contribution could be satisfied by reductions in planning application fees, exemption from cash-in-lieu of parkland requirements, reduction in parking requirements, or an exemption from all or part of the applicable development charges. 	IZ in other jurisdictions is a regulatory tool, not an incentive program. The requirement for municipal incentives/contributions has been removed from the final O. Reg. 232/18.



Sharing Equity and Municipal Contributions

Draft Regulations	O. Reg. 232/18
Draft regulations established a formula for determining the share of equity from the proceeds of the sale of an affordable unit (scalar formula: the longer current occupant owned, the larger a share). Draft regulations were very detailed, however, any affordable housing agreements developed under the IZ by-law would require significant staff resources to both establish and administer. Matters such as sale proceeds, establishing the affordability price and sale price, and possible restrictions on who affordable units could be sold to (other family members, for example) would all need to be considered in these agreements.	Final regulations do not include scalar agreements. Instead O. Reg. 232/18 identifies that a by-law may be established and the municipal portion cannot exceed 50% of the proceeds. Local municipalities can establish the apportionment and conditions.



Next Steps

- August 13, 2018 PEC Report identified changes to regulations under the finalized O. Reg. 232/18.
- Targeted for 2019 Work Program.
- Next report will be:
 - Options and approaches to implement Inclusionary Zoning in London; and
 - Results of consultations with the London Home Builders Association and London Development Institute.
- Council also directed preparation of a draft Municipal Assessment Report to establish a framework for policies for IZ.





Councillor Virginia Ridley, Ward 10

Tuesday October 30, 2018

Chair and Members of Community and Protective Services Committee

RE: Absent from Meeting

In an effort to keep the community and staff updated and informed with respect to my absence, I regret to inform that I will not be available to attend the Community and Protective Services Committee meeting on Tuesday November 13, 2018, commencing at 4:00pm, as I will be out of town at this time.

Thank you in advance.

Virginia Ridley
Councillor Ward 10

mc

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TO:	CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON NOVEMBER 13, 2018
FROM:	WILLIAM C. COXHEAD MANAGING DIRECTOR CORPORATE SERVICES AND CHIEF HUMAN RESOURCES OFFICER
SUBJECT:	EMERGENCY COMMUNICATIONS PROGRAM UPDATE (ONE VOICE)

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer, this report **BE RECEIVED** for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

- Municipal Council, November 25, 2015, *Resolution 12/13 CPSC*
- Community & Protective Services Committee, November 17, 2015, *Radio Update OneVoice 2.0*

BACKGROUND

HISTORY

In 2011, the City of London replaced their Enhanced Digital Access Communication System (EDACS) with Phase 1 Project 25 (P25) technology to provide interoperable, two-way radio communication between public safety and other city service areas and agencies. Some of the system’s infrastructure, operating software and dispatch consoles hardware were updated in 2016, further system upgrades will continue on a yearly basis to ensure this critical life safety system is fully functional and meeting the needs of our partners.

Municipal Council on November 25, 2015 resolved that;

“the Civic Administration BE REQUESTED to undertake a review, with a report at a future meeting of the Community and Protective Services Committee, on the platform, system and needs of each user of the communications system to determine the most cost effective and reliable system for communication for each of the services, recognizing and addressing the need for interoperability between the services, as well the need for a level of stability and insulation against the rapid changes in software requirements; it being noted this review should also develop the appropriate process or methodology for on-going management of the system, including organizational design and budget development; and it being further noted that the Civic Administration should seek input from experts in the area.” (2015-P03/L04) (13/12/CPSC)

Organizational alignment of Communications Program:

In response to the resolution city administration completed a program review and the Emergency Communications Program was assigned to the Corporate Security and Emergency Management Division. The program aligned well with Emergency Management responsibilities including strong collaboration with emergency service partners and the role of interoperability when managing emergency situations within the city. The Corporate Security and Emergency Management Division is responsible for the system budget and each agency/division is responsible for their own front end user equipment (radios) budget. This model allows large system component budget to be managed within one area and each agency can determine their requirements based on individual operating needs. The backbone of the system is maintained by London Police Service to ensure confidentiality of information and legislative requirements. Each area has a role in the day to day operation. In addition, a consultant was hired to complete an audit of the City’s current radio communications system. The consultant identified a roadmap for the program

moving forward including a review of the system platform, development of comprehensive lifecycle maintenance and budget. CIMA Canada Inc. (CIMA +) was the successful proponent and delivered their Report of Technology Review on July, 2018.

What is the most cost effective and reliable system for communication for each of the services?

CIMA's report concluded that the P25 technology utilized in the City's emergency communications program is the only technology currently available that meets all of the basic requirements for mission critical voice communications for Public Safety agencies. Other technology, such as Long Term Evolution (LTE) or cellular, have been deemed unsuitable for mission critical voice communications based on the attributes as set forward by the National Public Safety Telecommunication Council (NPSTC). The report further recommends the City should plan to update and upgrade the existing infrastructure based on a target lifecycle of 10 to possibly 15 years. Administration in consultation with the consultant and our vendor has completed a life cycle maintenance program that includes all anticipated operating and capital expenditures including system hardware and software upgrades over the next 10 years. This work includes the identification of efficiencies within the program.

How can we make the program more cost effective? Further discussions with the consultant and One Voice Steering Committee in relation to the Emergency Communications Program occurred in relation to the non-emergency services radio use and requirements. The review concluded that the number of non-emergency radios currently being used could be reduced. As a result there has been a 40% reduction of radios in this area. In addition, a trial of new technology for non-emergency services is currently being conducted and could potentially result in further reduction of radios. This is brand new technology and it is anticipated that it may be several years before it will be fully functional.

FINANCIAL IMPACT

None

SUMMARY

The City of London Emergency Communications Program provides critical communications for our first responders and supporting service areas and agencies. Significant work has been completed with the assistance of a consultant and our current vendor to confirm an appropriate path that will ensure the continuity of this program as well as necessary enhancements over the next 10 years. Some efficiencies have been identified and further work is continuing in this area.

Acknowledgments

This report was completed with the assistance of Cori Dooling, Manager, Emergency Communications, City of London and reviewed by the One Voice Steering Committee.

PREPARED BY:	RECOMMENDED BY:
DAVE O'BRIEN DIVISION MANAGER, CORPORATE SECURITY AND EMERGENCY MANAGEMENT DIVISION	WILLIAM C. COXHEAD MANAGING DIRECTOR, CORPORATE SERVICES AND CHIEF HUMAN RESOURCES OFFICER

TO:	CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON NOVEMBER 13, 2018
FROM:	SANDRA DATARS BERE MANAGING DIRECTOR, HOUSING, SOCIAL SERVICES AND DEARNESS HOME
SUBJECT:	ONTARIO WORKS EMPLOYMENT INNOVATIONS BRIDGES OUT OF POVERTY & CIRCLES EVALUATION # 2

RECOMMENDATION

That, on the recommendation of the Managing Director, Housing, Social Services and Dearness Home, the following report **BE RECEIVED** for information purposes.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

- Ontario Works Employment Innovations (CPSC, January 21, 2013);
- RFP 12-07 Request for Proposal Ontario Works Employment Assistance Services (June 19, 2012);
- Ontario Works Employment Assistance Framework 2013-2018 (CPSC, March 5, 2012);
- Amendment to Purchase of Service Agreement – Ontario Works Employment Assistance Services (November 25, 2013);
- Amendment to Purchase of Service Agreement – Ontario Works Employment Assistance Services (June 21, 2016); and
- Ontario Works Employment Innovations Bridges Out of Poverty & Circle Baseline Evaluation (March 28, 2017)

BACKGROUND

This report provides an update to the Ontario Works Employment Innovations - London's Bridges Out of Poverty & Circles Baseline Evaluation presented to City Council in 2017, attached as "Appendix A" *Ontario Works Employment Innovations – Bridges Out of Poverty & Circles Evaluation # 2*. The Bridges Out of Poverty & Circles initiative is delivered in partnership between City of London Social Services and Goodwill Industries Ontario Great Lakes.

The City of London 2015-2019 Strategic Plan identified Strengthening Our Community through caring and compassionate services as an important priority. Bridges Out of Poverty & Circles is a key strategic initiative approved by Council through the 2016-2019 Multi Year Budget Process to strengthen the London community.

London's Bridges Out of Poverty & Circles initiative is a key contributor to the London community's response to poverty. To date 72 Individuals and families living in poverty have along with their 81 Allies and with guidance from their Coach achieved significant successes:

- London's Bridges Out of Poverty & Circles initiative has grown to be the largest Circle location in Canada;
- London's Bridges Out of Poverty & Circles initiative has developed the first youth and young adult focused Circle in Canada;
- By June 2018, 21 individuals and their families had graduated and 72% of these graduates have reached their goals of education and employment and attaining sustainable income;
- Financial savings to Ontario Works from all sources are growing and are expected to reach over \$430,000 per annum in 2019;
- Circle Leaders were recruited to the London For All Leadership Council to lead implementation of London's plan to reduce poverty and have played key roles in public engagement, information and social marketing campaigns related to poverty in the London community such as Poverty Over;

- Circle Leaders have provided input on City of London strategic initiatives and priorities including the Social Services Employment Services Update, Shift Rapid Transit Plan, Transit Subsidy, Food Security and the Ontario government's investigation of young people not in Employment, Education or Training (NEET).

Updated Results of Investment

A demographic review identified that Circle Leaders possess a unique profile as compared to the general Ontario Works profile. Significantly:

- 73% of Circle Leaders shared that their parents had relied on social assistance or had grown up in poverty.
- Circle Leaders have been receiving assistance for a longer period than the average Ontario Works participant - 48 consecutive months compared to 34 months generally.
- Interviews with a sample of Circles Leaders helped describe the impact of the initiative:
 - Individuals and families participating in London's Bridges Out of Poverty & Circles initiative have become more motivated, confident and engaged in the labour force;
 - Individuals and families grow more stable which encourages longer term goal setting and future planning for sustainable employment; and
 - Individuals and families experience a reduction in social isolation and increase their participation in the wider community.

Savings to Ontario Works

Circle Leaders are growing more economically self-sufficient. One outcome of this is direct savings to Ontario Works as individuals and families earn income, return to school and exit Ontario Works.

Assuming the annual growth in savings remains between 70 to 80%, as seen over the past three years, the monthly caseload cost savings to Ontario Works based on earned income and individuals exiting assistance is projected to reach \$35,845 per month or approximately \$430,000 per year by June 2019. The Ontario Works program has been fully uploaded therefore 100% of these savings will be realized by the Province.

Summary / Moving Forward

Findings from the Ontario Works Employment Innovations – Bridges Out of Poverty & Circles Evaluation # 2 (attached as Appendix A) are consistent with the initial 2017 Baseline Evaluation findings that individuals and families living in poverty are having positive, sustainable employment outcomes by participating in London Circles that result in savings to Ontario Works.

Moving forward, London's Bridges Out of Poverty & Circles initiative anticipates the following results in the year ahead:

- Achieving full capacity of 80 Circle Leaders and 80 Circle Allies with an established waiting list of potential Circle Leaders;
- A public launch of the former Bridges Out of Poverty workshop now titled, Rethink Poverty;
- An updated poverty awareness campaign through a partnership between London Circles Guiding Coalition and London For All based on existing assets like Poverty Over and the If You Knew website;

FINANCIAL IMPACT

Funding for this initiative is included in the 2016-2019 Council-approved Multi Year Budget. Council approved Strategic Investment Business Case #14 – Ontario Works Service Plan – Low Income Support Enhancement to fund the implementation of this initiative. The gross budget

allocation of \$520,000 per year is partially offset by Provincial subsidy and by contributions from the Social Services Reserve Fund. This report has no impact on the approved budget.

CONCLUSION

This powerful and transformative initiative supports long term Ontario Works participants' transition into employment as well as strives to break the cycle of persistent poverty while creating a deeper public awareness and understanding of poverty.

PREPARED BY:	SUBMITTED BY:
JACK SMIT MANAGER, EMPLOYMENT STRATEGIES	KEVIN DICKINS MANAGER, EMPLOYMENT AND INCOME SUPPORT SERVICES
RECOMMENDED BY:	
SANDRA DATARS BERE MANAGING DIRECTOR, HOUSING, SOCIAL SERVICES AND DEARNESS HOME	

Cc: Elaine Sauve, Program Supervisor, Ministry of Community and Social Services
 Michelle Quintyn, President and CEO, Goodwill Industries, Ontario Great Lakes
 Bev Kobe, Director of Workforce Development, Goodwill Industries, Ontario Great Lakes
 Kyle Murray, Senior Financial Business Administrator, City of London
 Kim Godin, Circles Supervisor, Social Planning & Children's Service Department, The County of Lambton
 Momodou Jeng, Manager Policy and Planning Support, NCFS, City of London

ONTARIO WORKS EMPLOYMENT INNOVATIONS
BRIDGES OUT OF POVERTY / CIRCLES
EVALUATION # 2

OCTOBER 2018



Introduction

The enclosed report provides an update to the London Bridges Out of Poverty/Circles Pilot Baseline Evaluation presented to London City Council in 2017. This report describes the impact of the programming and return on investment to date for the initiative including:

- Demographic information on those participating in Circles and trends related to their participation;
- Outcomes of program participation using priority metrics such as gaining employment, exits from Ontario Works, obtaining sustainable income and engagement in education;
- Outline of program impacts on the individuals and their families as collected from the evaluation interviews held in 2018;
- The local impact of the initiative in London including community engagement, systemic changes and key learnings about poverty in the London community; and
- Financial savings to Ontario Works caseload costs.

Key definitions discussed in this report include:

Circles Leader: a participant in a Circles group who is transitioning out of poverty;

Allies: a community volunteer in a Circles group who is not living in poverty and is assisting Circle Leaders to meet their goals; and

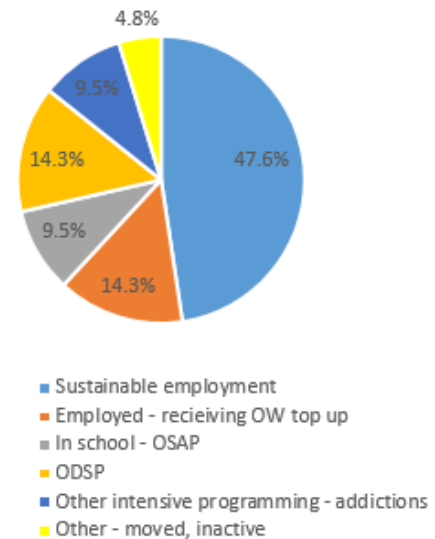
Circles Coach: a member of the staff team who coaches Circles Leaders to achieve their goals, and organizes the operations of one of the four Circles groups including volunteer management, meals, and child minding.

Highlights

London's Bridges Out of Poverty/Circles initiative is a key contributor to the City of London's response to poverty. The initiative has achieved significant successes since its inception in 2014:

- 72 Individuals and families living in poverty have formed natural connections with one another;
- 81 Allies have provided encouragement support, and resources with participants, one another, and with guidance from their Coaches have been able to achieve a variety of successes:
 - children are enjoying a weekly meal routine with their Circles family;
 - young people are celebrating high school graduation;
 - Leaders are finding work, and returning to college to pursue careers; and Leaders who are early in their journey are rediscovering that they deserve happiness, getting motivated, and planning the steps needed to accomplish their goals;
- Financial savings to Ontario Works from exits from Ontario Works to sustainable income as well as the increase in Leaders employment income are growing and are expected to reach over \$430,000 per annum by June 2019;
- By June 2018, nearly 21 individuals and families (or 30%) had graduated Circles and almost 72% of graduates had graduated due to reaching their goal and having sustainable income;
- London Bridges Out of Poverty/Circles initiative has grown to be the largest Circles location in Canada;
- London Bridges Out of Poverty/Circles initiative has developed the first young adult/youth focused Circle in Canada;
- Circle Leaders were recruited to the London For All Leadership Council to lead implementation of London's plan to reduce poverty and have played key roles in public engagement and information and social marketing campaigns related to poverty in the London community such as *Poverty Over*;
- London Bridges Out of Poverty/Circles initiative has established learning networks outside of London - focused on poverty reduction through the Tamarack Institute's Vibrant Communities initiative; and

Fig. 1 - Outcomes of Circles Graduates



- London Circle Leaders have hosted focus groups to provide input on City of London strategic initiatives and priorities including Social Services Employment Services Update, Shift Public Transit Plan, Transit Subsidy and Food Security.

London Bridges Out of Poverty/Circles initiative continues to support individuals and families living in poverty transition toward economic self-sufficiency. Circles and Bridges Out of Poverty, in tandem, are creating systemic changes. This evaluation provides recent evidence that all of these goals are currently being achieved. For a complete description of the initiative and its components please see Reference A.

Updated Results of Investment

Further to the 2017 Baseline Evaluation, a demographic review identified Circle Leaders comprise a unique profile as compared to the general Ontario Works profile. Significantly:

- 73% of Circle Leaders shared that their parents had relied on social assistance or had grown up in poverty.
- Leaders have been receiving assistance for a longer period than average - 48 consecutive months compared to 34 months generally.

London Bridges Out of Poverty/Circles initiative was introduced as an innovative approach in addressing systemic challenges such as generational poverty, an increasing Ontario Works caseload and a low regional workforce participation rate. These key factors of generational poverty and low engagement continue to be reflected in the Circle Leader profile. A complete demographic profile is provided in Reference B.

In March 2018, a sample of fifteen Circle Leaders participated in one-to-one evaluation interviews with City of London staff to explore their experiences and to identify any changes to their situation since joining Circles.

The interviews provided insights into the impact that London Bridges Out of Poverty/Circles initiative is having on individuals and families living in poverty as well as providing insights into their journey.

A theme analysis was applied to the interview data. *Figure 2* identifies the main areas of change and improvement from the perspective of the participants and paints a picture of the impact of Circles on individuals, families and the London community.

Common themes of motivation, self-esteem and self-advocacy, as seen in *Figure 2* confirm the impact of London Bridges Out of Poverty/Circles initiative in strengthening

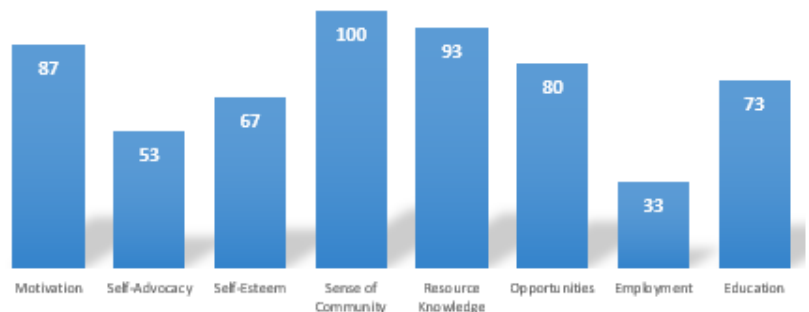


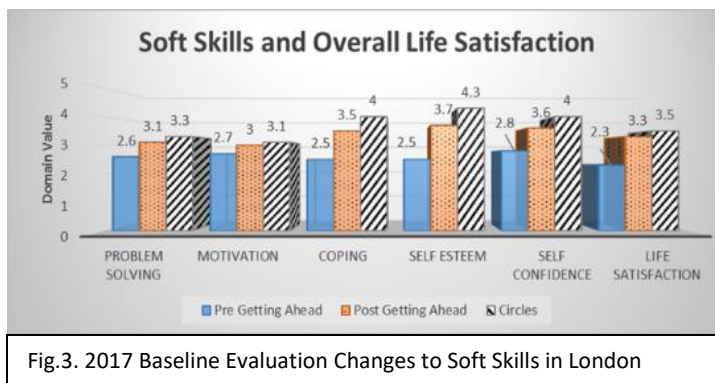
Fig. 2 Qualitative Themes Mentioned by Participants

these soft skills. These themes reaffirm the findings identified in the 2017 Baseline Evaluation (Figure 3) namely, that participation in Circles has significantly increased 6 key soft skills.

Three overarching themes emerged through the evaluation interviews that describe the journey that Circle Leaders follow during their participation. First, individuals and families participating in London Bridges Out of Poverty/Circles initiative became more motivated, confident and engaged in the labour force.

Secondly, individuals and families grew more stable which encourages longer term goal setting and future planning for sustainable employment. During the interviews they identified the support of a coach, and the peer support from London Bridges Out of Poverty/Circles initiative as key ingredients to being able to establish goals and set a plan in place to achieve them.

Finally, many described the positive impact that community building has had on their resources, namely their social capital. Their awareness of a larger network of informal and formal resources grew, and they experienced a reduction in isolation as they built a community of relationships prepared to assist them in achieving their personal goals. The report sections below provide context and explore the themes in greater detail and include participation outcomes on key success metrics.



1. Individual’s Motivation, Confidence and Engagement with the Labour Force

“Circles has allowed me a voice. It has given me self-confidence that I didn’t have before. It has given me the chance to be alive” – Circles Leader

Circles London increases the motivation and confidence of individuals and families living in poverty and supports their engagement with the labour force. Close to 90% of those interviewed in 2018 described their motivation as improving through involvement with Circles. Factors identified which were catalysts to an increase in motivation included:

- The holistic investigation and self-assessment process through the Getting Ahead program;
- The individualized support from a Coach;
- The support of a peer group including other individuals living in poverty, and volunteers from the community; and
- Simply having a place to go and a routine of participating, contributing, and interacting with new people.

73% of Leaders interviewed shared that they had grown up in poverty or their parents received social assistance at some point

Outcome of Qualitative Interviews

Self-esteem also supports labour force participation. Within the sample group, a staggering 73% of participants shared that they had grown up in poverty or their parents had received social assistance at some point. This is evidenced in the evaluation data where Circle Leader interviewees shared instances where they had felt judged for living in poverty and felt like they were not good enough or didn't deserve what others seemed to have. Many described feeling isolated and feeling hopeless in that employment or a return to school was not going to be personally achievable. The longer a Circle Leader is unemployed the harder it is to re-enter the workforce.

"When you feel better about yourself, you are motivated to do better"

Improving self-esteem was commonly mentioned as a result of participating in London Bridges Out of Poverty/Circles initiative. Over 50% of those interviewed identified a feeling of empowerment and increased confidence and as a result individuals have begun to advocate for themselves and their families. Individuals shared that they were able to request specific assistance from their Ontario Works Caseworker such as referrals to employment services and financial assistance for expenses tied to engaging with the labour force (such as work clothing and equipment) which they were unwilling to request before. Individuals expressed feeling valued within their Circle group and encouraged to pursue new opportunities.

The Evaluation updated and validated the initial Baseline findings from 2017 which suggested the increase in Circle Leader motivation, self-esteem and other soft skills throughout their Circles journey were key factors in the individuals and families reengaging with the labour force.

Recently, London's labour participation rate, a key measure of engagement with the labour force, has under-performed against neighbouring cities and the national average. According to Statistics Canada, London's participation rate in May 2018 was approximately 61% compared to 65% nationally (*Figure 4*).

Labour Market Participation, May 2018

National	65.4%
Kitchener/Waterloo/Cambridge	68.2
Hamilton	64.7
London	61.2
Windsor	60.6

Fig. 4 Statistics Canada. Table 14-10-0294-01 Labour force characteristics by census metropolitan area, three-month moving average, seasonally adjusted and unadjusted, last 5 months

In 2017 London's Local Economic Planning Council (LEPC) identified several recommendations to increase the labour market participation rate for individuals experiencing personal and family challenges (Figure 5). These recommendations include providing peer support and other support groups to assist people in career exploration and decision making, and more wrap-around, holistically focused approaches.

London Economic Region: Labour Market Participation Final Report 2017 (Local Economic Planning Council)

For individuals experiencing Personal Challenges and Family Responsibility Challenges, suggestions reflect the need to address issues that are internal to the individual such as lack of confidence, work ethic and self-esteem, and issues that are external to the individual such as language barriers, lack of child care, and criminal record:

- Personal supports to help people who are in a career exploration/decision-making stage, in transition, or contemplating a return to work. These can include things like support groups, peer support, personal growth and development opportunities
- Opportunities for people who are temporarily out of the workforce to stay connected, such as courses and skill-building
- Wrap-around and holistic approach to assessing the needs of individuals
- Work place accommodations like flexible scheduling
- Access to child care.

Fig. 5 – London Economic Planning Council - Labour Market Participation Final Report February 2017
Retrieved from: http://www.localemploymentplanning.ca/images/uploads/labour_participation_final_report.pdf

The program outcomes identified in this report reflect a strong correlation between labour market participation, educational pursuits, and sense of belonging with supports offered by Circles London.

2. Individual's Growing Stability and Stronger Goal Setting and Planning

"It has given me connections and education but it also allowed me to step into my own power. I know now that I can create whatever life I want for me and my children"
– Circle Leader

The benefit of participating in London Bridges Out of Poverty/Circles initiative most identified by individuals and families to interviewers was access to information, and connection to opportunities and resources in London. Each participant shared that they learned at least one resource that was relevant to them. Many leaders

"Circles is like feeding your mind and your heart."

shared that they were able to find out about more programs through Circles than they had ever heard before. Findings suggest that access to information, and the support of the Circle, creates an environment where Leaders increase their, and are able to plan and set goals toward, economic self-sufficiency.

- 11 of the 15 people interviewed expressed they had some change in education since being a part of Circles ranging from skills training and certificate programs, to enrolling in College;

- By June 2018, nearly 21 individuals and families (or 30%) had graduated Circles and almost 72% of graduates had left due to reaching their goal and having sustainable income.

Participants identified three elements of the initiative that contributed to accessing services and resources:

- The support of coaches to find resources for their particular needs;
- Knowledge shared within their Circle by volunteer Allies and their peers; and
- Speakers brought into the weekly Circle meetings to share information. These speakers helped with things like budgeting, housing issues, legal advice etc.

Access to more information, resources, and support for longer term planning resulted in sustainable transitions off Ontario Works assistance and out of poverty. Figure 6 illustrates the outcomes for Circle Graduates. A large percentage, 47.6% have attained sustainable employment and have exited Ontario Works. Another large percentage 14.3% have increased their employment activity, however may be working part-time and may receive a small amount of financial support from Ontario Works to top up their income. Another 9.5% have transitioned into education and training. Figure 7 provides a profile of participants as of June 2018 and represents a specific moment in time. The pie chart demonstrates that the participants are still working towards their goals and not yet ready

Fig. 6 - Outcomes of Circles Graduates

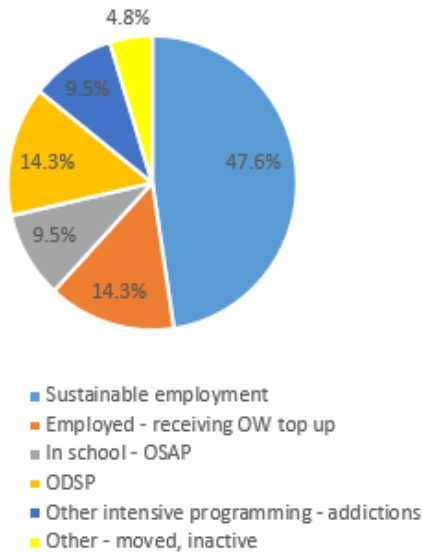
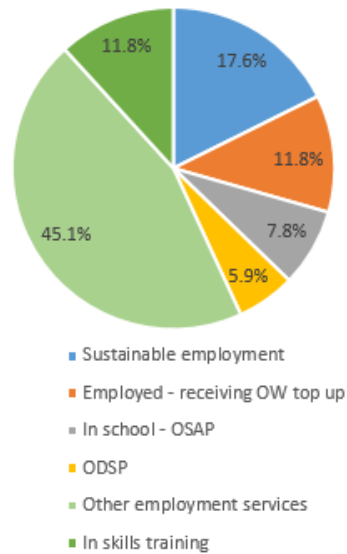


Fig. 7 - Current Status of Circles Participants



to graduate. Anecdotal information from Coaches suggest that this trend will continue as more Leaders find the resources and support to think longer term and pursue sustainable employment.

One Circle Leader shared an example of increased social capital where a Circle Ally provided him with child care and behavioral resources for his daughter through her connection with a local child care provider which resulted in an opportunity to pursue his employment goals while also providing care for his daughter.

Circle Leaders identified they were isolated and trying to make changes in their lives on their own prior to joining Circles. The changes were short-term focused or often not connected to action steps to achieve them. They shared that the consistent encouragement and structure of Circles assisted in setting and achieving goals. Participants are better equipped to accomplish their goals and to maintain these changes.

Savings to Ontario Works

Circle Leaders are becoming more economically self-sufficient as a result of increased motivation, longer term goal setting and supports to achieve those goals. One result of this self-sufficiency is direct savings to Ontario Works caseload costs as individuals and families earn income, return to school and exit Ontario Works. These savings are growing each year.

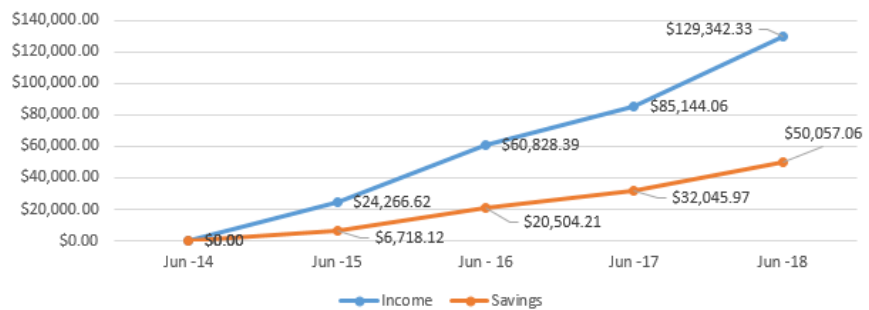
Savings to Ontario Works from all sources are projected to reach over \$430,000 per annum in 2019.

The two types of direct and quantifiable savings to Ontario Works with respect to Circles participation are:

- Net Savings due to Employment Activity
- Savings due to Exits from Ontario Works

As participants earn more income they become less reliant on Ontario Works and become more self sufficient. Initially when a Circle Leader starts to earn income, their Ontario Works financial supports are reduced. As a provincially directed incentive, the first \$200 of monthly earnings is not deducted from their Ontario Works support, however after this first \$200, their financial support is reduced by 50% of remaining earnings for the month. To date Circle Leaders who have gone from unemployment to employment have earned \$129,342.33 of which \$50,057.06 represents savings to Ontario Works, reflecting the growing economic self-sufficiency of clients. As sustainable work is found, it is more likely that a Circle Leader will exit entirely from Ontario Works.

Fig. 8 - Total Income Earned by Circle Leaders and Savings to Ontario Works

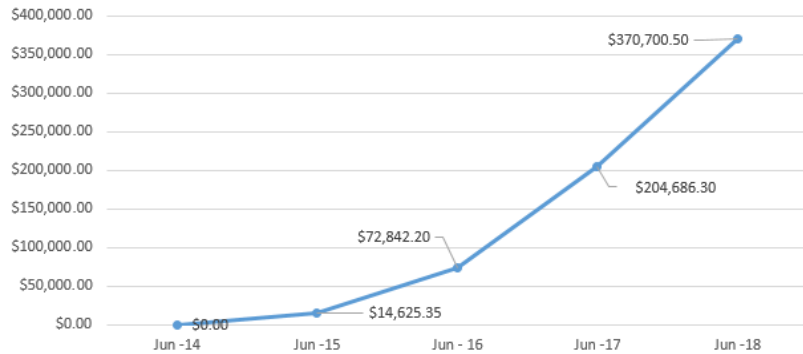


As described in Figure 8, total participant earned income has increased over time. In comparison, the savings to Ontario Works grows at a much lower rate and will be expected

to level off as participants exit Ontario Works support. The average monthly savings to Ontario Works is estimated to be \$2,000.

The second type of direct savings is due to exits from Ontario Works when sustainable income has been secured. The largest component of sustainable income is employment however, also includes exits to Ontario Disability Support Program, often a more stable and appropriate income source. Figure 9 shows the cumulative savings due to exits from Ontario Works either to employment, or other income sources to total \$370,700.50 as of June 2018.

Fig. 9 - Total Savings to Ontario Works due to Exits from Ontario Works by Circle Leaders

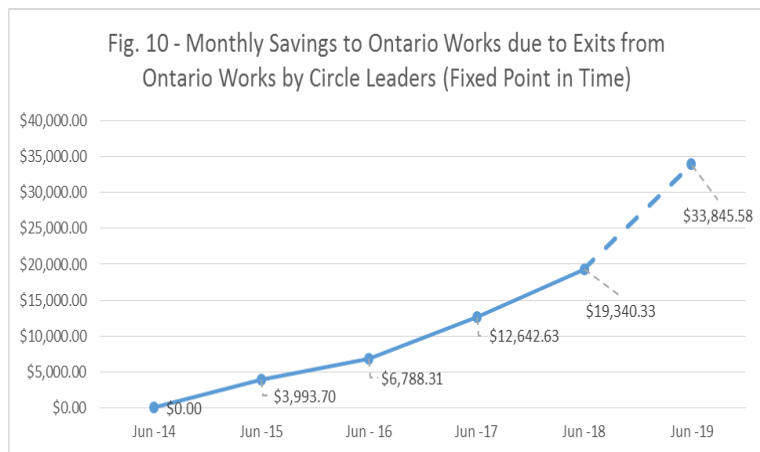


The combined impact of savings due to exits (Figure 9) and savings due to income (Figure 8) currently totals \$420,757.56 in savings.

Current Annual Savings and Projected Savings

In June 2018 the average monthly savings to Ontario Works from exits (Figure 10) was \$19,340. Assuming the steady annual growth of 70 to 80% in savings continues, as experienced in the last 4 years, the monthly savings in June 2019 is estimated to be \$33,845. When the \$2,000 per month savings based on average earned income is added to this amount, the estimated annualized savings would be \$430,140.

Fig. 10 - Monthly Savings to Ontario Works due to Exits from Ontario Works by Circle Leaders (Fixed Point in Time)



The key to the growth in savings is the focus on sustainable employment and retention so Circle Leaders do not return to Ontario Works.

Current and Ongoing Capacity

Each Circle has the capacity to engage 20 Circle Leaders. In June 2018, Circles was operating at 63% capacity due in part to a large number of individuals and families moving forward and graduating. In September 2018 the capacity utilization increased to 83%. Operating closer to full capacity will dramatically increase the savings due to the increased

number of eventual graduates. Currently the young adult Circle has the most available capacity. Operational plans for this group include it to be 100 % filled in early 2019. The strategic focus of Bridges / Circles London for 2019 is to strengthen the foundational elements of Circles including increasing volunteer Allies and community engagement to reach its full capacity.

A waiting list of Getting Ahead graduates who may be invited to Circles will be created once all Circle groups are at capacity. Estimates are that 30-40 new Circle Leaders per year will be required to replace Circle Leaders who graduate based on two years of participation.

3. Building an Aware and Responsive Community

**“It feels like London is trying to be proactive and doing something about poverty”
– Circles Leader**

London Bridges Out of Poverty/Circles initiative leverages the power of a caring and responsive community to support transitions of individuals and families out of poverty into economic self-sufficiency. Circle Leaders reach out to the wider community to find formal and informal resources to help them reach their goals, and contribute their lived experience, insights and solutions.

Three ways Circles Leaders have influenced and connected with Londoners are: Bridges out of Poverty workshops, London Bridges Out of Poverty/Circles initiative Guiding Coalition, and *London for All*.

“You now know you’re not alone,
changes your dynamic with people
and the community”

Circle Leaders contribute to Bridges Out of Poverty education workshops by sharing their lived experience with participants and assisting with facilitation. 1,211 London community members attended one of the 23 Bridges workshops held between June 2017 and June 2018.

In 2018, London Bridges Out of Poverty/Circles initiative partnered with King’s College School of Social Work in a project that matched Circle Leaders with a Master’s of Social Work class to review and update Bridges Out of Poverty workshop material to reflect local experiences, a Canadian perspective, poverty statistics, solutions and a call to action. The students visited each Circle twice and about 20 Circle Leaders, Allies and Coaches visited King’s College twice to explore poverty, create workshop material and test the material in the class.

London For All, the city's comprehensive approach in addressing poverty, is an important partner; representatives from London For All maintain an active leadership role on the London Bridges Out of Poverty/Circles initiative's Guiding Coalition. London Bridges Out of Poverty/Circles initiative has also established itself within the London for All plan as an active participant of the "Changing Mindsets" action table.

CHANGING MINDSETS

We want to build a stronger community. Changing mindsets and attitudes is the foundation for a culture shift to a community that sees the importance – and possibility – of ending poverty. More and more, Londoners are standing up and saying that they are not willing to settle for the status quo.

(London For All pg.15)

London Bridges Out of Poverty / Circles initiative is a key contributor to building a community response to poverty in London. Circle Leaders provide Londoners with an opportunity to learn about poverty that includes sharing the perspective and knowledge of individuals with experience.

- Four Circle Leaders were recruited to the London For All Leadership Council as members with lived experience;
- Circle Leaders and Allies have played key roles in public information and social marketing campaigns, including Poverty Over, and several Circle Leaders have been profiled extensively in the London Free Press and online as part of the campaigns;
- London Circle Leaders have hosted focus groups to provide input on the City of London Employment Services Update, Shift Public Transit Plan, Transit Subsidy research, and the Ontario government's investigation of young people not in Employment, Education or Training (NEET).

Summary / Next Steps

London's Bridges Out of Poverty/Circles initiative was started as a pilot project in 2014. Initial results were promising and the initiative was expanded through the City Council Budget Process in 2016. Full capacity for all four Circles and a waiting list will be realized in early 2019.

Findings from this Evaluation Update are consistent with the 2017 Baseline Evaluation suggestions that individuals and families living in poverty are having positive, sustainable outcomes by participating in London Bridges Out of Poverty/Circles initiative.

Over the past two years of growth the Evaluation Update has identified many successes:

- 72% Circle Leaders have graduated due to economic self-sufficiency;
- 51 Circle Leaders currently active are engaging with education, training and employment services to assist them in building sustainable employment;
- Savings based on graduations from Circles are showing healthy growth;
- The initiative has become an important voice in the London community supporting public engagement and advocacy for system changes; and

- Individuals and families living in poverty are actively contributing to local poverty reduction efforts through London for All, Bridges Out of Poverty workshops, and London Bridges Out of Poverty/Circles initiative Guiding Coalition.

The initiative currently has capacity to offer space to more individuals and families living in poverty. Operational reviews have identified steps to fill this capacity by 2019.

Moving forward, London Bridges Out of Poverty/Circles initiative anticipates the following results in the year ahead:

- Achieving full capacity of 80 Circle Leaders and 80 Circle Allies with an established waiting list of potential Circle Leaders;
- A public launch of the former Bridges Out of Poverty workshop now titled, Rethink Poverty;
- An updated poverty awareness campaign through a partnership between London Bridges Out of Poverty/Circles initiative Guiding Coalition and London For All based on existing assets like Poverty Over and the If You Knew website;
- Updated volunteer program developed through volunteer expertise within the Guiding Coalition to supply their ongoing need for Allies, meal providers, child minders and community champions; and
- Enhanced data tracking through the Hometrak Circles database, organized by Circles Canada, to ensure a complete dataset for the on-going evaluation.

Reference A – Bridges Out of Poverty / Circles Initiative Background

London's Bridges Out of Poverty/Circles Initiative was introduced in 2014 as a transformational approach to ending poverty one family at a time.

In March 2016, through the multi-year budget process, City Council approved a budget allocation to continue and expand the capacity and scope of the initiative.

Since that time the initiative has grown to include four active Circle locations around the city which have served 72 individuals and families as of June 2018. London developed innovative approaches within the Circles model by creating a neighbourhood focused Circle at the White Oaks Family Centre in 2017, and a Circle for younger adults and youth in 2018 which is hosted by London Intercommunity Health Centre and supported by their Youth Outreach Workers.

The initiative is delivered through a partnership between Goodwill Industries Ontario Great Lakes and City of London Social Services and benefits from a community based Guiding Coalition of engaged individuals and service providers concerned about poverty in London.

The twelve member community based Guiding Coalition includes employment sector leaders, Fanshawe College, King's University College, United Way London Elgin Middlesex, London's Child and Youth Network, business, faith based organizations and service clubs.

There are three program components to the initiative: Bridges Out of Poverty workshops to grow awareness and understanding of poverty and motivate Londoners to take action, Getting Ahead workshops for individuals living in poverty to assess their personal situation, set goals and take action, and London Bridges Out of Poverty/Circles initiative where engaged Londoners meet individuals living in poverty and work together to transition to economic self-sufficiency and create community change.

Components of the Initiative

Circles

The goal of Circles is economic self-sufficiency for participants.

The initiative achieves this goal by growing intentional relationships between people struggling in poverty and receiving Ontario Works assistance (Circle Leaders) and those who are not in poverty and employed or retired (Allies). These relationships create opportunities for Circle Leaders to develop motivation, and self-confidence, stabilize and plan ahead, build a network of social relationships and find opportunities for employment and to return to school and training. Allies learn about the impacts of poverty in London and, together with Circle Leaders, they help identify systemic challenges and solutions.

Weekly Circle meetings begin with sharing a meal. Members including their children gather as a group to talk and discuss their lives and experiences. Community speakers are brought in to inform, share resources and opportunities or lead activities. Each month a

special meeting takes place where Circle Leaders and Allies explore and share insights into systemic barriers and challenges that make it difficult for individuals to escape poverty.

City of London Social Services and Goodwill Industries Ontario Great Lakes Coaches guide and support Circle Leaders to meet their individual goals with the assistance of an Ally who is matched with them. Circle Leaders and Allies meet at both the weekly meeting and one time per month on their own.

Getting Ahead

The goal of Getting Ahead is to increase participant's motivation for change, and provide tools to investigate their current circumstances and assist in planning.

Getting Ahead is an intensive, group based program offered by Goodwill Industries Ontario Great Lakes that individuals in poverty and on Ontario Works assistance complete prior to joining a Circle. Individuals are referred to Getting Ahead by their Ontario Works Caseworker.

Program participants work together over 12 weeks to explore their own unique backgrounds and situations, begin to visualize their "future story" and set initial goals to work toward.

Bridges out of Poverty

Bridges out of Poverty is a community education workshop for Londoners.

Using local examples, facts and examples, the reality of poverty in London is explored in an interactive and engaging way. Full-day workshops are held regularly for any Londoner to attend as well as tailored workshops for specific audiences and timeframes for groups such as schools, service clubs, and faith organizations. Individuals with lived experience recruited from London Bridges Out of Poverty/Circles initiative participate to share their personal experiences and insights.

Reference B - Socio Demographic Profile (At Time of Referral)

The following is an overview of demographic, educational, housing, income and other selected indicators for all 72 Circle Leaders. This is a baseline overview representing the status of Circle Leaders in the month that they entered Circles and as such may not be an accurate reflection of the current status of some Circle Leaders in areas such as income, employment status etc. Where appropriate comparisons are made to the overall Ontario Works caseload (City of London July 2016 extract) and Statistics Canada data (2016 Census for the City of London).

Age

- Circle Leaders range in age from 21 to 56 with an average age of 37 which is slightly higher than the average age of applicants on the Ontario Works caseload which is 34 years of age.

Gender

- Circle Leaders: 26% male and 74% female.
- City of London Ontario Works caseload: 48% male and 52% female.

Family Type

- 64% of the Circle Leaders are sole support parents compared to 27% of the Ontario Works caseload.
- 35% of the Circle Leaders are single compared to 64% of the Ontario Works caseload.
- 1% of the Circle Leaders are couples with families compared to 10% of the Ontario Works caseload.

Education

- 36% of Circle Leader have not completed high school compared to 42% of the Ontario works caseload.
- 29% of Circle Leaders have completed high school or equivalent compared to 34% of the Ontario Works caseload.
- 35% of Circle Leader have post-secondary education compared to 24% of the Ontario Works caseload.

Housing

- 70% of Circle Leaders reside in private market housing and 30% reside in housing that is subsidized/geared to income (RGI). According to the 2016 Census, 11% of Londoners reside in subsidized housing.
- 38% of Circle Leaders reside in housing that is affordable – monthly housing costs that do not exceed 30% of income. According to the 2016 Census, 54% of households in London reside in rental housing that is affordable.
- Aside from the issue of affordability, 94% of Circle Leaders reside in housing that they report as being “suitable.” Factors leading Circle Leaders to deem their accommodation “unsuitable” include issues around the overall neighborhood, physical access and lack of privacy.

Housing Stability and Homelessness

- 25% of Circle Leaders moved at least once in the year prior to entering Circles and 83% moved at least once in the preceding 5 years.
- The number of moves for Circle Leaders ranged from 0 to 3 in the previous year and 0 to 17 in the previous 5 years.
- According to the 2016 Census, 16% of Londoners had moved within the previous year and 43% had moved in the previous 5 years.
- 21% of Circle Leaders had experienced homelessness in the previous five years.

Ontario Works

- The average consecutive time on Ontario Works assistance for Circles Leaders was 48 months with a range of 3 months to 194 months.
- The average consecutive time on assistance for the overall Ontario Works caseload is 34 months.
- The majority of Circles Leaders have previous social assistance history (as applicants, spouses or dependents) prior to their current eligibility.

Employment

- 65 of the 72 Circle Leaders had paid employment history prior to their latest Ontario Works eligibility. The most common occupations were general labourer, retail sales clerk and bar/restaurant staff.
- Of the Circle Leaders with employment history, the average time since last employment was 61 months with a range of 0 to 168 months.
- 6 Circle Leaders had employment or self-employment income when entering the program.

Health Issues

- 31% of Circle Leaders reported at least one physical health issue. There were no patterns in the types of issues reported with examples including chronic pain, diabetes, hepatitis C.
- 40% of Circle Leaders reported that they were experiencing mental health issues. Depression followed by anxiety were the two most common mental health issue mentioned. For Circle Leaders with an employment history it appears that mental health issues seldom led to loss of employment, but rather that detachment from the labour market and/or financial issues preceded the emergence of mental health issues.
- 26% of Circle Leaders reported that they were experiencing or had experienced addiction issues. The primary substances of concern were opiates followed by alcohol and cocaine/crack cocaine.
- 13% of the Circle Leaders reported that they were experiencing both addiction and mental health issues (dual diagnosis).

Other Barriers

- 4% of Circle Leaders identified a lack of literacy skills as a barrier.
- 14% of Circle Leaders shared a history of domestic/family violence.

14% of Circle Leaders disclosed the existence of a criminal record which, in the absence of a record suspension, may limit educational and employment options.

TO:	CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON NOVEMBER 13, 2018
FROM:	LYNNE LIVINGSTONE, MANAGING DIRECTOR NEIGHBOURHOOD, CHILDREN AND FIRE SERVICES
SUBJECT:	LONDON COMMUNITY GARDENS PROGRAM STRATEGIC PLAN AND ACCESSIBILITY UPDATE

RECOMMENDATION

That, on the recommendation of the Managing Director of Neighbourhood, Children and Fire Services, the following report **BE RECEIVED** for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

- London Community Gardens Program Review (March 29, 2011)
- London Community Gardens Program Strategic Plan (2015-2019) and Year One Implementation Plan (August 25, 2015)
- London Community Gardens Strategic Plan: Year One Update (December 13, 2016)

BACKGROUND

At the April 10, 2018 Council meeting, Council resolved that the Civic Administration **BE REQUESTED** to report back at a future meeting of the Community and Protective Services Committee with respect to modifications to the Community Gardens Program, specifically with respect to accessibility.

The purpose of this report is to provide an update on the actions taken in 2018 related to improving accessibility within the London Community Gardens Program. In addition, this report includes the progress being made towards implementing the actions identified in the London Community Gardens Program Strategic Plan.

London Community Gardens Program

London is home to 17 neighbourhood gardens located on municipally owned land, encompassing over 450 plots where gardeners grow vegetables, fruit and other plants. These neighbourhood gardens are spread across the city and are located in parks or open space. The majority of gardens are at capacity and some have waiting lists due to the growing popularity of community gardening. In 2018, 96% of plots were leased by gardeners. Appendix A highlights the location of each garden including the number of plots per location and the number of plots leased to local gardeners in 2018.

London Community Gardens Program 2018 Accessibility Update

The London Community Gardens Program recognizes the importance of improving accessibility within all gardens. It is a priority to implement accessibility projects and upgrades within the gardens and provide an opportunity for all Londoners to participate in the program. The Community Gardens staff person attends the Accessibility Advisory Committee (ACCAC) and the Built Environment Subcommittee meetings as requested by the committee. In addition, two members of the ACCAC, who are also community gardeners, sit on the Community Gardens Advisory Group which currently meets quarterly. Outlined below are the specific steps Civic Administration has undertaken to improve accessibility in community gardens located on municipal land:

- The City of London Community Gardens webpages have been updated to show raised bed and accessible planter availability more prominently and the new quarterly e-newsletter features regular accessibility information and updates. Interested community gardeners can request raised beds and/or accessible planters by phone or email to community gardens staff.
- There are two flexible options for making garden plots more accessible depending on the needs each season. These are:
 - Raised Bed: these are standing height beds that allow gardeners to garden without having to bend or kneel. Eight raised beds were installed in a number of community gardens this past growing season.

- Accessible Planter: these are wooden planters that are installed on an accessible surface that allows a gardener to sit or wheel up to garden. Sixteen accessible planters were installed in a number of community gardens this past growing season.
- In addition, there are permanent accessibility features including accessible pathways, raised water taps, and dedicated accessible garden plots that are being installed at community gardens based on the availability of resources.
- Highlighted below is specific information on all accessible features completed at eight community gardens in 2018.

Community Garden	2018 Completed Accessible Features
Kiwanis	<ul style="list-style-type: none"> • Two new accessible plots were installed permanently to the garden • Four accessible planters were installed on top of the two accessible plots
Ann Street	<ul style="list-style-type: none"> • Two new accessible plots were installed permanently to the garden • Two raised beds were installed • Accessible pathway was installed off of existing paved path
Proudfoot	<ul style="list-style-type: none"> • Two new accessible plots were installed permanently to the garden • Accessible pathway was installed off of existing paved path
Ed Blake	<ul style="list-style-type: none"> • Installed an accessible water tap at accessible plots • Two accessible plots were booked through Spectrum, with a total of eight accessible planters installed
Nicholas Wilson	<ul style="list-style-type: none"> • One new accessible plot was installed permanently to the garden • Accessible pathway was installed off of existing paved path
Carling Heights	<ul style="list-style-type: none"> • Two new accessible plots were installed permanently to the garden • Accessible pathway was installed off of existing paved path
Glen Cairn	<ul style="list-style-type: none"> • One new accessible plot was installed permanently to the garden • Four accessible planters were installed
Dillabough	<ul style="list-style-type: none"> • Six raised beds were installed

London Community Gardens Program Strategic Plan 2015-2019

The London Community Gardens Program Strategic Plan was developed with input from the community and provides the overall vision and direction for community gardens across London. This vision includes gardens both on municipal and private land. The Plan also clearly articulates the City of London’s role and how this role aligns with the broader community vision of community gardening.

The role of the City of London in supporting the implementation of the London Community Gardens Program Strategic Plan is:

- acting as a resource for the community through information sharing and providing capacity building opportunities to current and future community gardens and gardeners;
- supporting the community to develop new community gardens on private land through sharing best practices and municipal funding opportunities such as through Neighbourhood Decision Making; and,
- providing the development and day-to-day oversight of all community gardens on municipally owned land.

Implementing the London Community Gardens Program Strategic Plan

In 2017 the City hired a full-time staff person to oversee the London Community Gardens Program and to continue the implementation of the Strategic Plan. Over the last year and a half, significant progress has been made toward accomplishing the plan’s milestones, including most notably:

- The creation of a Community Gardens Advisory Group and volunteer Garden Ambassador positions within each garden;
- Improved digital tools including online registration through the City’s Spectrum website;
- The development of several beneficial partnerships including ongoing communication and collaboration with the Accessibility Advisory Committee, London Middlesex Master Gardeners, Thames Valley District School Board and Sustain Ontario to name a few;
- Improved accessibility at six existing gardens and two new gardens;
- Creation of a spring “Vegetable Gardening 101” course through Spectrum for new community gardeners and;
- Implemented new communications tools including a quarterly E-Newsletter that is sent out to all community gardeners.

See [Appendix B](#) for a full report highlighting the London Community Gardens Program Strategic Plan accomplishments to date.

NEXT STEPS

In 2019, Civic Administration will continue to implement the London Community Gardens Program Strategic Plan specifically:

- targeting milestones that look to increase accessibility features in community gardens on municipal land;
- supporting new gardeners with ongoing education and assistance from the new volunteer Garden Ambassadors program; and,
- continuing to increase participation in the program by supporting the development of new community gardens in neighbourhoods based on resident-driven proposals and the availability of resources.

FINANCIAL IMPACT

Funding currently exists in the approved operating budget to meet the current needs of London's Community Gardens Program. Funding from the City's municipal accessibility budget was also allocated to support the accessibility projects in four community gardens in 2018. Subject to available budget in 2019, Civic Administration will complete two additional accessible garden upgrades.

CONCLUSION

Community gardens accomplish many purposes including food production, enhancing healthy living and contributing to active neighbourhoods. Over the years, London residents, Council, and Civic Administration have recognized the benefits and significance of community gardens, and have expressed support for their continued development and sustainability.

PREPARED BY:	PREPARED BY:
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- c. Scott Stafford, Managing Director, Parks and Recreation
John Fleming, Managing Director, Planning and City Planner
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London Community Gardens Program Community Gardens and Locations













Garden Name and Location	Number of Plots per garden in 2018	Number of Plots Leased 2018
Ann Street – 65 Ann Street	27	27
Berkshire – 510 Berkshire Drive	41	41
Blackfriars – 2 St. Patrick Street	22	22
Carling Heights – 656 Elizabeth Street	36	36
Dillabough – 59 Dillabough Street	23	23
Ed Blake – 449 Barker Street	32	31
Glen Cairn – 410 Scenic Drive	8	8
Kiwanis – 1475 Brydges Street	18	3 ¹
Meredith – 450 Nelson Street	17	17
Meadowlily – 1510 Commissioners Road East	24	23
Nicholas Wilson – 16 Fitzroy Place	13	13
Proudfoot – 693 Proudfoot Lane	40	40
Reservoir – 552 Crestwood Drive	58	58
Riverforks – 17 Becher Street	41	41
Thames – 15 Ridout Street	49	49
University Heights – 290 Trott Drive	14	14
Total plots	463	446






¹ The Kiwanis Community Garden did not open until the end of June, 2018 therefore numbers were low as the planting season typically starts May 1.



London Community Gardens Program Strategic Plan (2015-2019) Progress Report






Strategic Direction	Initiative	Milestones	Accomplishments								
<ul style="list-style-type: none"> Operate Efficiently and Effectively 	<ul style="list-style-type: none"> Administer garden guidelines and processes 	<ul style="list-style-type: none"> Ensure efficient waitlist management process Establish a garden selection process for municipal lands and a guideline for garden expansion Maintain efficient, coherent policies/guidelines that meet London Community Gardens Program stakeholder needs 	<p>A new online registration system and waitlist management process was created in Fall 2017 through the City of London's Spectrum Recreation.</p> <p>A process for establishing new gardens on municipal land is complete.</p> <p>The London Community Gardens Program Guidelines document, created in 2013, was updated in Fall 2017 and is reviewed yearly and updated as necessary.</p>								
<ul style="list-style-type: none"> Communication and Collaboration 		<ul style="list-style-type: none"> Develop a highly functional LCGP website and digital tools Implement a system wide and garden specific communication strategy 	<p>Several updates have been made to the website including online registration through Spectrum, links to the guidelines document and Strategic Plan, current garden availability listings, and garden maps. By October 2019 garden plot agreements will also be available online.</p> <p>Each year meetings are held in the Fall and Spring for all gardeners, and email and mailing lists are kept for ongoing communication throughout the growing season. A quarterly E-Newsletter was created in Winter 2018 as well and on-site bulletin boards are being planned to pilot in designated gardens in 2019.</p>								
<p>Status Indicators</p> <table border="1"> <tr> <td></td> <td>Complete: Milestone is done with no ongoing tasks</td> </tr> <tr> <td></td> <td>On Target: <ul style="list-style-type: none"> Milestone is ongoing or completed annually; or Milestone is on target to be completed by target end date </td> </tr> <tr> <td></td> <td>Caution: <ul style="list-style-type: none"> Milestone is delayed by 1 quarter; or Milestone may not be completed by target end date </td> </tr> <tr> <td></td> <td>Below Plan: Milestone is delayed by 2 quarters or more</td> </tr> </table>		Complete: Milestone is done with no ongoing tasks		On Target: <ul style="list-style-type: none"> Milestone is ongoing or completed annually; or Milestone is on target to be completed by target end date 		Caution: <ul style="list-style-type: none"> Milestone is delayed by 1 quarter; or Milestone may not be completed by target end date 		Below Plan: Milestone is delayed by 2 quarters or more		<ul style="list-style-type: none"> Optimize the relationship between gardeners and stakeholders 	<p>Relationships with groups such as the Middlesex London Master Gardeners have been developed through participation in their Seedy Saturday event and through workshop collaboration. Several City service areas are involved in program delivery, most notably Parks Operations and Parks Planning, through support on site and in new garden development. Volunteer Garden Ambassadors provide a link between gardeners, City staff and other partners.</p>
	Complete: Milestone is done with no ongoing tasks										
	On Target: <ul style="list-style-type: none"> Milestone is ongoing or completed annually; or Milestone is on target to be completed by target end date 										
	Caution: <ul style="list-style-type: none"> Milestone is delayed by 1 quarter; or Milestone may not be completed by target end date 										
	Below Plan: Milestone is delayed by 2 quarters or more										

Strategic Direction	Initiative	Milestones	Accomplishments
	<ul style="list-style-type: none"> Attracting and retaining gardeners 	<ul style="list-style-type: none">  Create a gardener skills inventory to share expertise  Create a training / support strategy for new or inexperienced gardeners: buddy system; orientation program and ongoing education curriculum  Establish a tiered garden plot membership model: demonstration gardens; 1/2 plot; shared plot; own plot  Improve accessibility at gardens identified by the community, including raised beds, solid surface, wide pathways into gardens, easy water access, available seating nearby, etc. This work is to be accomplished in partnership with gardeners, key stakeholders and possible funders. 	<p>In Spring 2018 a Vegetable Gardening 101 course was developed and delivered through Spectrum, and will continue to be delivered annually. Community Gardens summer staff and Garden Ambassadors are available within the gardens to provide expertise and share their skills. The bi-annual gardener meetings are also an opportunity for gardeners to exchange knowledge and information with each other.</p> <p>There are 16 garden ambassadors within 13 gardens who are available as a resource for new or inexperienced gardeners. The annual Vegetable Gardening 101 course, led by a Master Gardener, is specifically for new participants in the Community Gardens Program and had 39 participants last Spring.</p> <p>An opportunity for gardeners to share plots will be explored in 2019.</p> <p>Two new gardens were established in 2016 and 2018 and were built to accessibility standards, including hard packed pathways, accessible water and accessible planters. Four existing gardens were also upgraded in 2018 to the same standards. In addition there were eight raised beds (standing height) and 12 accessible planters (sitting height) booked in four gardens in 2018. All projects were supported by the Accessibility Advisory Committee.</p>
	<ul style="list-style-type: none"> Building value-added partnerships 	<ul style="list-style-type: none">  Create linkages with food systems 	<p>The London Food Bank's Grow-A-Row program is promoted to gardeners who would like to donate produce, along with other neighbourhood based donation initiatives where they exist. In addition, the London Community Gardens Program partners with the London Middlesex Food Policy Council and London For All on items relating to community garden and food security, and the Community Gardens Program Supervisor co-chairs a provincial community growing network with Sustain Ontario which explores similar policy and program objectives.</p>

Strategic Direction	Initiative	Milestones	Accomplishments
		<p>Develop an inclusive partnership strategy with schools, community agencies, local businesses, seniors' residences, and committees (Accessibility Advisory Committee and Age Friendly London's Outdoor Spaces & Building Working Group, etc.)</p> <p>✓</p>	<p>The City shares information to organizations on request to assist with the development of gardens on private lands and has partnered with the Thames Valley District School Board in the development and use of community gardens, including a small space on public land in Nor'west Optimist Park used exclusively by Emily Carr Public School. Staff attends the Accessibility Advisory Committee meetings as necessary to share garden plans and ask for input on any accessibility-related projects. Two members of the Accessibility Advisory Committee are community gardeners and also sit on the Community Gardens Advisory Group.</p>
		<p>Implement a strategy to mobilize multi-cultural and diverse groups into community gardening</p> <p>✓</p>	<p>The development of the Ed Blake Park Garden in 2016 was implemented in collaboration with the Life Resource Centre in Northeast London, which supports newcomers and specifically 20 newcomer individuals at this garden site. In Winter 2018, a Brescia University College community development student researched and interviewed community partners to produce a report focused on broadening engagement in community gardening within diverse communities. In June 2018, a workshop was delivered at a Networking for an Inclusive Community event to approximately 20 front line staff from local service agencies who work with newcomers and immigrants.</p>
	<p>Engaging neighbourhoods in community garden expansion</p> <p>■</p>	<p>Prioritize expansion into neighbourhoods that feature a high proportion of rental or high density housing</p> <p>←</p> <p>Conduct ongoing community outreach, including a broad advocacy strategy</p> <p>✓</p>	<p>Opportunities will be explored based on resident interest and the availability of resources.</p> <p>Each year staff attend Seedy Saturday, Go Wild Grow Wild, and various summer festivals, block parties and meetings to promote the London Community Gardens Program. The program is highlighted on the Neighbourhood London website and by the Neighbourhood Event Team staff.</p>

Strategic Direction	Initiative	Milestones	Accomplishments
		<p>✓ Develop a community awareness / public relations plan, including a common identity for LCGP</p> <p>✓ Establish an 'Expansion Blueprint' for Community Gardens, including co-locating gardens with community facilities, parks or services, and rooftop gardens</p> <p>✓ Set up an Annual Meeting process for LCGP with reporting protocols</p>	<p>The Program has a logo and identifiable signs at all 16 garden locations. Regular tweets, Facebook posts and other online news items are posted throughout registration time.</p> <p>Partnership opportunities are identified whenever possible, as with the garden for Emily Carr Public School which is in a City park adjacent to the school, and also at Berkshire Park where water access is provided by Sifton Development through the Berkshire Club.</p> <p>Meetings are held every year in the Spring and Fall, and include updates on yearly accomplishments and projects. Milestones and accomplishments are being tracked and reported through an online tracking tool.</p>
<p>■ Build Capacity</p>	<p>■ Effective governance at the garden and system level</p>	<p>✓ Create governance models that reflect the unique needs of a community garden - 1. Top-down approach or bottom-up model, 2. Day-to-day management of gardens and 3. System oversight</p> <p>← Develop a local community garden structure for gardens on municipally-owned land that is self-managing and enables leadership and participation among gardeners</p> <p>✓ Establish a LCGP Committee to guide the development of a Garden Management Plan, advocate for the LCGP and support our community gardeners</p> <p>✓ Implement conflict management process</p> <p>✓ Review the City of London oversight structure for LCGP</p>	<p>The gardens are supported by City staff and the Advisory Group using a community development approach that recognizes the unique needs of each garden.</p> <p>In Fall 2017 the Community Gardens Advisory Group was created and in 2018 was comprised of 21 members representing 14 gardens. Members of the group are leaders within their respective gardens and create a linkage between the gardeners as well as with City staff. Of the 21 advisory group members, 16 gardeners have taken on the role of garden ambassador and provide support to new gardeners and also participate in garden activities and management.</p> <p>The goals of the Community Gardens Advisory Group are to review the Community Gardens Guidelines document each year, assist with implementation of the Strategic Plan and to provide feedback and information to City of London Community Gardens staff. In 2018 there were 21 gardeners on the advisory group, representing 13 Gardens.</p> <p>The City's R Zone policy is in effect in every city facility, including community gardens. The policy is highlighted on our signage and in our guidelines. The Community Gardens Guidelines document also outlines conflict management protocols within the gardens.</p> <p>In 2016, a review of the program oversight was completed and resulted in the recommendation to move the day-to-day operations from an outside agency to the City of London. In February 2017, the City of London began administering the program.</p>

Strategic Direction	Initiative	Milestones	Accomplishments
	<ul style="list-style-type: none"> ■ Strong community gardens leadership 	<ul style="list-style-type: none"> ✓ Engage the municipal government and wider community through inclusiveness in the ongoing development of the London Community Gardens Program ➔ Generate a comprehensive strategy to attract and retain LCGP volunteers to fill leadership roles at the local garden level ✓ Set up a formalized community gardening forum with regular contact between all community gardeners to share experiences and ideas 	<p>Council was updated on the implementation of the London Community Gardens Program Strategic Plan in 2015 and 2016. An additional update is being provided in Fall 2018.</p> <p>This strategy is in progress. The creation of the Advisory Group and Garden Ambassadors was the first step in developing local, knowledgeable volunteers.</p> <p>The annual Spring and Fall gardener meetings provide opportunities for gardeners to share experiences and ideas.</p> <p>The Community Gardens Guidelines document was originally created in 2013 and has been updated with current and relevant changes six times. It will be updated again in 2019. The Guidelines clearly articulate the responsibilities of all stakeholder groups.</p>
<ul style="list-style-type: none"> ■ Manage Resources 	<ul style="list-style-type: none"> ■ Access to natural resources needed for gardening 	<ul style="list-style-type: none"> ✓ Create guidelines that address accountabilities and responsibilities of City of London, London Community Gardens Program Committee, garden leaders, and gardeners ✓ Ensure LCGP sites have access to needed natural resources 	<p>All gardens have reliable water sources, provided by the City of London. Compost, mulch and other site amendments are provided as needed in spring and fall.</p>
	<ul style="list-style-type: none"> ■ Garden plots to meet demand and expansion requirements 	<ul style="list-style-type: none"> ✓ Identify / designate public lands / co-location lands / surplus lands for LCGP ✓ Support community gardens on private land. For example, through assistance provided through the SPARKS! Neighbourhood Matching fund 	<p>Parks Planning identifies potential land for new gardens through their new park development process.</p> <p>A tool is currently being created for residents interested in establishing a community garden, on public or private land.</p> <p>The Neighbourhood Decision Making program allows residents to submit ideas for community gardens in their neighbourhood. Through the program residents are eligible to receive funding for their project as well as implementation support from City staff. There have been four garden projects on private property supported with this funding to date.</p>
	<ul style="list-style-type: none"> ■ Municipal support 	<ul style="list-style-type: none"> ➔ Work closely with developers to identify potential land for community gardens ✓ Assign sufficient staffing to support current and expanded LCGP program including maintenance and administration (noting any growth to the current program could be addressed as resources become available). ✓ Ensure community gardens is weaved into the Strategic Plan for the City of London and the City is committed to providing critical services to support the gardens. 	<p>Parks Planning identifies potential land suitable for use as a community garden.</p> <p>The City employs one full-time staff and one summer full-time casual staff to administer the program. In addition, the program is supported by a Parks Operations landscape crew and Parks Planning staff.</p> <p>Community Gardens is directly linked to two strategic areas of focus within the City's Strategic Plan: Strengthening Our Community (invest in new parks and recreation facilities and pursue innovative models for programs and service delivery; support neighbourhood driven activities and decision making); and, Building a Sustainable City (invest in parks and recreation facilities and amenities).</p>

Strategic Direction	Initiative	Milestones	Accomplishments
	<p data-bbox="245 1731 318 1956"> Adequate funding </p>	<p data-bbox="147 728 237 1333">  Link LCGP program to city priorities (i.e. The London Plan, Child & Youth Agenda, London Strengthening Neighbourhoods Strategy, Age Friendly London, Parks & Recreation Master Plan) </p> <p data-bbox="285 728 334 1333">  Create a multi-pronged funding approach, including a LCGP membership pricing model </p> <p data-bbox="388 728 436 1333">  Develop a plan to identify and leverage sponsorship opportunities to fund the LCGP </p>	<p data-bbox="164 118 220 706">The importance of Community Gardens is recognized in all of these plans and identified as a priority.</p> <p data-bbox="253 118 367 706">The London Community Gardens Program's plot fees are based on the gardener's ability to pay. The fee is a sliding scale ranging from \$15.00 - \$40.00 per gardening season. This user fee is reviewed annually.</p> <p data-bbox="383 118 440 706">The City recently hired a Coordinator, Sponsorship, Advertising and Sales who will be identifying opportunities in the future.</p>

TO:	CHAIR AND MEMBERS COMMUNITY and PROTECTIVE SERVICES COMMITTEE MEETING ON NOVEMBER 13, 2018
FROM:	LYNNE LIVINGSTONE MANAGING DIRECTOR NEIGHBOURHOOD, CHILDREN AND FIRE SERVICES
SUBJECT:	LONDON STRENGTHENING NEIGHBOURHOOD STRATEGY 2017-2020: NEIGHBOURHOOD EVENT EQUIPMENT LENDING PROGRAM

RECOMMENDATION

That, on the recommendation of the Managing Director of Neighbourhood, Children and Fire Services, the following **ACTION BE TAKEN** with respect to the Neighbourhood Event Equipment Lending Program: that Civic Administration maintain the current model for the Neighbourhood Event Equipment Lending Program.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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- London Strengthening Neighbourhoods Strategy 2017-2020 (May 24, 2017)
- London Strengthening Neighbourhoods Strategy 2017-2020 Implementation of New Initiatives (June 20, 2017)

BACKGROUND

At its meeting held on July 24, 2018, Municipal Council REQUESTED that Civic Administration review the Neighbourhood Event Equipment Lending Program and report back to the Community and Protective Services Committee with respect to adding church groups to the list of organizations available to request use of City of London equipment to host community events and implementing a prioritization system for applicants.

The purpose of this report is to inform Council of the current process for lending neighbourhood event equipment to residents and to provide options and implications for increasing access to the program.

London Strengthening Neighbourhoods Strategy (LSNS) 2017-2020

London Strengthening Neighbourhood Strategy is a resident driven strategy that invites and encourages resident participation and engagement to help make all of London’s neighbourhoods stronger.

LSNS significantly contributes to the “Strengthening Our Community” Area of Focus in the City’s Strategic Plan. The Strategy recognizes that neighbourhoods are about both **people** and **places**, and how they work together to make great places to live, work, and play. Strong neighbourhoods are *vibrant, connected, and engaged* – they form the backbone of our *diverse, inclusive, and welcoming community*. LSNS empowers residents to work with the City to create *healthy, safe, and accessible* places.

The strategies and action steps outlined in LSNS 2017 – 2020 align with the Strategic Plan’s strategy to *support neighbourhood driven activities and decision making* to strengthen all of London’s neighbourhoods. The strategies are grouped into four themes:

1. Engagement in Neighbourhoods
2. Communication
3. Tools and Resources to Support Neighbourhoods
4. Overarching Strategies.

One of the strategies identified by residents, under the theme of “*Tools and Resources to Support Neighbourhoods*” is to support residents to build capacity through a variety of tools and resources to improve neighbourhoods through neighbourhood driven activities and decision making. One of the specific action steps to implement this strategy identifies that the **City of London continue to share physical assets such as tents, movie kits, chairs, tables, etc., to support neighbourhood events and activities.**

Neighbourhood Event Equipment Lending Program

The Neighbourhood Event Equipment Lending (NEEL) Program originated with the first LSNS (2009-2015) and has supported residents and neighbourhood groups to hold small events, festivals and

gatherings in their local neighbourhood. Over the past eight years, Civic Administration has purchased items such as tents, chairs, tables, and games to slowly increase the number of physical assets available for residents to borrow in order to hold their events. Funds to support these one-time purchases were identified through small year-end surpluses in NCFs if and when available.

Through this program, Civic Administration has supported residents with tools and resources to grow the number of grassroots neighbourhood driven activities. This in turn has increased the demand on the NEEL Program. With this increase in demand, guidelines were set up for the Program in order to be able to deliver the Program within current available resources. See [Appendix A](#) for further details about the current Program.

Current Guidelines of the NEEL Program

This Program is available for resident groups, which are defined as groups of neighbours working to build community in their neighbourhood. This could be a neighbourhood association or an informal group of neighbours. This does not include faith based organizations, not-for-profit organizations, or other groups affiliated with formal institutions such as schools.

A neighbourhood event is defined as one being held in a public space utilizing volunteers, has a low budget, has low cost/no cost activities, is labelled grassroots (led by local leaders and volunteers), has attendance up to 300 people, and is a non-profit and non-fundraising event. Event examples include street parties, community BBQs, movie nights, plant swaps, and small neighbourhood festivals. Events this program **does not** support include private functions (birthday parties), school-based events, yard sales, events organized by places of worship, business related events, and events that charge an entry fee.

The original decision to focus the Neighbourhood Event Equipment Lending Program on resident groups was based on the following factors:

- resident groups are unable to access most funding opportunities due to their informal nature;
- resident groups do not own buildings so storing equipment can be difficult;
- the number of resident groups is relatively small so the program is manageable;
- the program operates on a first-come first-serve basis, so organizations with paid staff would have an advantage over resident groups; and,
- places of worship, schools, and not-for profit organizations have an ability to raise funds or access other resources to rent or buy equipment.

Highlights of the 2018 NEEL Program

From May 1 to September 30, 2018, Civic Administration supported a total of 72 local neighbourhood events with equipment including chairs, tables, tents, and large outdoor games. Just under 41% were informal resident groups and 59% were local neighbourhood associations. Over this same period, Civic Administration declined 23 requests that did not meet qualifications and the main reasons were the requests were for private functions or the requests were made by schools and faith based organizations.

Based on Council's request to explore options to increase access to the Neighbourhood Event Equipment Lending Program beyond resident groups, Civic Administration has developed four possible options.

Options for Consideration

In London, there are approximately 137 places of worship, 172 schools (including private institutions), and over 400 not-for-profit organizations. Civic Administration recognizes the great community building work of schools, places of worship, and not-for-profits in London neighbourhoods. These groups play a vital role in the community and in building vibrant, connected and engaged neighbourhoods.

It is important to note that there is no dedicated budget or staff resources for this Program. Summer casual staff who are hired to support summer programs such as the outdoor movie nights, support resident groups by overseeing the pick-up and return of equipment at the City of London storage facility. Summer staff are also involved in completing an inventory, cleaning and maintenance of the equipment at summer's end. Full time City staff in NCFs manage the requests for equipment, oversee the scheduling and approval process, and manage pick-up and drop off outside of the summer months.

Based on the above information, Civic Administration considered four options:

1. Maintain the Current Model – equipment is lent to resident groups only
2. Open the Program to resident groups and faith-based organizations that support neighbourhood driven activities on a first come, first served basis.
3. Open the Program to all groups that support neighbourhood driven activities including resident groups, faith-based organizations, schools, and not-for-profit organizations.
4. Prioritization Model - prioritize resident groups to access equipment first and then 2 weeks prior to the date of the rental, the application process opens to faith based groups, schools, and not-for-profits who support neighbourhood driven activities

Civic Administration conducted a high-level analysis to better understand the opportunities and challenges associated with each option and highlighted below are some key factors to consider:

OPTION 1: Maintain the Current Model: Resident groups with a focus on building community in their neighbourhood can access equipment based on availability for no cost on a first come first served basis.	
Opportunities	Challenges
<ul style="list-style-type: none"> Aligns with LSNS focus on supporting grassroots resident-led groups. Current equipment inventory and staff levels are able to satisfy demand for residents. The process to approve requests is simple, and streamlined. 	<ul style="list-style-type: none"> There is limited equipment and resources therefore some groups (faith based organizations and not-for-profit organizations) are not able to participate. Groups who make last minute requests are not always able to get all the equipment they requested due to limited availability.
<p>Potential Financial Implications: This option is supported within the current base budget and requires no additional resources as the level of service does not change.</p>	

OPTION 2: Program would be open to resident groups and faith-based organizations that support neighbourhood driven activities.	
Opportunities	Challenges
<ul style="list-style-type: none"> Program would support a broader range of groups and events. Simple process for approval of requests: first come, first served. All groups would have to demonstrate that they are working to build community in their neighbourhood. 	<ul style="list-style-type: none"> Organizations with staff will have a significant advantage over volunteer resident groups. Increasing the inventory of equipment, staff time, and storage capacity to satisfy demand would be required. There are private companies that rent equipment to organizations, businesses, etc at a cost. This may impact their bottom line if the City provides equipment for free or at a nominal cost. Schools and not-for profit organizations have also asked to access equipment, therefore only supporting faith-based organizations may create inequity.
<p>Potential Financial Implications: Funding to support a dedicated budget for the expanded Program would need to be found in order to increase the level of service. This includes additional resources to support replacing worn equipment on a regular basis, increasing inventory of physical assets, increased staff resources for the program, and increased storage space requirements for physical assets. The estimate cost for this option is \$32,000 as identified in <u>Appendix B</u>.</p>	

OPTION 3: Program would be open to all groups that support neighbourhood driven activities including resident groups, faith-based organizations, schools, and not-for-profit organizations.	
Opportunities	Challenges
<ul style="list-style-type: none"> Program would support a broader range of groups and events. Simple process for approval of requests – first come, first served. By opening the program to any group working to build community in their neighbourhood, supports a more equitable approach. 	<ul style="list-style-type: none"> Organizations with staff will have a significant advantage over volunteer resident groups. Increasing the inventory of equipment, staff time, and storage capacity to satisfy demand would be required. There are private companies that rent equipment to organizations, businesses, etc at a cost. This may impact their bottom line if the City provides equipment for free or at a nominal cost.
<p>Potential Financial Implications: Funding to support a dedicated budget for the expanded Program would need to be found in order to increase the level of service. This includes additional resources to support replacing worn equipment on a regular basis, increasing inventory of physical assets, increased staff resources for the program and customer service, and increased storage space requirements for physical assets. The estimate cost for this option is \$85,000 as identified in <u>Appendix B</u>.</p>	

OPTION 4: Prioritization Model: Prioritize resident groups to access equipment first and then two weeks prior to the date of the rental, application process opens to faith based groups, schools, and not-for-profits who support neighbourhood driven activities¹.

Opportunities	Challenges
<ul style="list-style-type: none"> Residents still have priority but open to other groups as well. Potential for broader range of events and groups getting support. 	<ul style="list-style-type: none"> Added complication to the booking process. Many resident groups request equipment within 2 weeks of their event. Will result in fewer resident groups getting access to program.
<p>Potential Financial Implications: Funding to support a dedicated budget for the expanded Program would need to be found in order to support replacing worn equipment on a regular basis, increasing inventory of physical assets, increased staff resources for the program, and increased storage space requirements for physical assets. The estimate cost for this option is \$32,000 as identified in Appendix B.</p>	

Recommendation: Option One: Maintain the Current Model

Based on the input and feedback from residents through the development of LSNS, the above analysis of each option, and the current available NCFS resources for the NEEL program, Civic Administration recommend using Option One: Maintain the current model for the Neighbourhood Event Equipment Lending Program. This means that resident groups *only*, with a focus on building community in their neighbourhood, can access equipment based on availability, for no cost, and on a first come first served basis.

If Council wishes to proceed with an alternate option, Civic Administration recommends that the alternate model of service be considered, alongside other priorities, through the 2019-2023 Strategic Plan and the 2020 – 2023 Multi-Year Budget process.

NEXT STEPS

Should Council decide to move away from the current model of the NEEL Program (Option One) and identify an alternate model of service, alongside other priorities through the 2019-2023 Strategic Plan, Civic Administration would undertake the following actions:

- Develop a business case for the 2020 – 2023 Multi-Year Budget detailing the cost of the revised NEEL Program based on the option chosen by Council. As part of the business case, Civic Administration would explore such ideas as requiring a deposit for the equipment in an effort to recoup costs for damaged equipment and a late fee for returning equipment.
- Determine a start date for the revised Program based on the funding made available through the 2020 – 2023 Multi-Year Budget.
- Update the Program’s criteria based on the option chosen on the City’s website and the Program’s application form.
- Develop a communication plan to share the revised NEEL Program with the community.

FINANCIAL IMPACT

Funding currently exists in the approved operating budget to meet the current needs of the Neighbourhood Event Equipment London Program, subject to annual confirmation through the annual budget update process.

Should Council decide to move away from the current model of the NEEL Program (Option One), Civic Administration recommends that the alternate model of service be considered, alongside other priorities, through the 2019-2023 Strategic Plan and the 2020 – 2023 Multi-Year Budget process.

CONCLUSION

The heart and essence of every city are its neighbourhoods². London Strengthening Neighbourhoods Strategy is fundamentally a resident driven strategy that encourages resident participation and engagement to help make all of London’s neighbourhoods stronger.

¹ Groups that can borrow equipment must be supporting a neighbourhood. Equipment is not available for events in geography larger than a neighbourhood.

² London Strengthening Neighbourhoods Strategy (2010-2015) Resident Task Force

London Strengthening Neighbourhoods Strategy and its related strategies and actions such as The Neighbourhood Event Equipment Lending Program, builds on Council’s commitment to “*Strengthening Our Community; by building vibrant, connected and engaged neighbourhoods*” through supporting neighbourhood driven activities and decision making.

<p>PREPARED BY:</p>	<p>SUBMITTED BY:</p>
<p>KAREN OLDHAM MANAGER, NEIGHBOURHOOD DEVELOPMENT & SUPPORT NEIGHBOURHOOD, CHILDREN & FIRE SERVICES</p>	<p>CHERYL SMITH MANAGER, NEIGHBOURHOOD STRATEGIC INITIATIVES & FUNDING NEIGHBOURHOOD, CHILDREN & FIRE SERVICES</p>
<p>RECOMMENDED BY:</p>	
<p>LYNNE LIVINGSTONE MANAGING DIRECTOR NEIGHBOURHOOD, CHILDREN & FIRE SERVICES</p>	

Information About The City of London's Neighbourhood Event Equipment Lending Program

Purpose

The City of London supports Neighbourhood Events that serve to build community and promote health and wellbeing in a variety of ways. We do this because we value and appreciate the efforts that neighbourhood volunteers devote to organizing events and strive to reduce the barriers while making sure safety and security measures are effectively practiced.

We know that buying, borrowing or renting event equipment can be difficult for new or smaller resident groups. Therefore we offer neighbourhood groups some of the equipment needed in organizing events free of charge.

Please Note: this program is only for resident groups, which are defined as groups of neighbours working to build community in their neighbourhood. This could be a neighbourhood association or an informal group of neighbours who organize one event a year. This does not include churches, schools, or other groups affiliated with formal institutions.

Neighbourhood Event Definition

The type of event is held in a public space utilizing volunteers, has a low budget, has low cost/no cost activities, is labelled grassroots (led by local leaders and volunteers), and has attendance up to 300 people. This event is a non-profit and non-fundraising event.

Promotion

The Neighbourhood Event Equipment Lending Program is regularly promoted through the City's social media accounts, the NeighbourGood monthly email newsletter, community events, and workshops.

Booking

Residents request equipment through an online form accessible on the City's website. After reviewing the details of the request, staff reach out to the resident to confirm details for the booking. Parks and Recreation Customer Service staff book the equipment and generate a contract using the CLASS system. The resident signs and returns the contract to confirm the booking.

Pick-up & Drop-off

Residents are told when and where they can pick up the equipment for their event. The equipment is kept at a storage facility at the Carling Heights Optimist Community Centre. A Neighbourhood Children & Fire Services staff arranges to meet the resident for pick-up and drop-off.

Current Inventory (total of 133 pieces of equipment)

The available equipment includes:

- Pop-up tents (8x8 and 10x10) (5 maximum)
- Folding Tables (5 maximum)
- Folding Chairs (10 maximum)
- Base Kits (10 picnic tables, 5 recycle bins and 5 garbage cans)
- Sandwich Sign (2 maximum)
- Giant Outdoor Games (5 maximum)

In special circumstances where residents are not able to transport items, Parks Operation Staff/Civic Admin will deliver equipment to a residents event location to allow full access by all residents. Equipment is regularly inspected and cleaned by staff to ensure everything is in good working condition. Repairs and replacements take place as required throughout the year.

APPENDIX B

Potential Additional Cost Implications for Expanding the Neighbourhood Event Equipment Lending Program

Additional Costs	Option One	Option Two	Option Three	Option Four
Replacement of equipment due to wear and tear	N/A	\$3,000	\$3,000	\$3,000
Increase inventory of equipment	N/A	\$2,000	\$5,000	\$2,000
Additional storage space	N/A	\$5,000	\$5,000	\$5,000
Increased staff resources	N/A	\$20,000	\$70,000	\$20,000
Technology support to develop a web-based lending and tracking program	N/A	\$2,000	\$2,000	\$2,000
TOTAL COST	N/A	\$32,000	\$85,000	\$32,000

TO:	CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE NOVEMBER 13, 2018
FROM:	LYNNE LIVINGSTONE MANAGING DIRECTOR OF NEIGHBOURHOOD, CHILDREN & FIRE SERVICES
SUBJECT:	REQUEST FOR PROPOSAL 18-22 – DESIGN, CONSTRUCTION AND OPERATION OF AN INDIGENOUS-LED LICENSED CHILD CARE AND FAMILY CENTRE

RECOMMENDATION

That, on the recommendation of the Managing Director, Neighbourhood, Children and Fire Services, with the concurrence of the Director of Financial Services, the following report with respect to the Request for Proposal 18-22 – Design, Construction and Operation of an Indigenous-led Licensed Child Care and Family Centre, **BE RECEIVED** for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

- The Journey Together Early Years Transfer Payment Agreement, February 22, 2017

BACKGROUND

In May 2016, the Government of Ontario released *The Journey Together: Ontario’s Commitment to Reconciliation with Indigenous Peoples*. This document is the Provincial government’s response to the Truth and Reconciliation Commission of Canada’s final report (December, 2015), which outlines calls to action in the areas of child welfare, education, language and culture, health, and justice. Through The Journey Together the Province committed to actions that “increase the number of licensed child care spaces and culturally relevant programming off-reserve.”

The purpose of this report is to provide information on the City of London’s procurement process to identify a successful proponent to design, construct and operate an Indigenous-led Licensed Child Care and EarlyON Child and Family Centre in London.

The City of London’s Journey Together Initiative

In response to The Journey Together initiative, in 2017, the City of London partnered with N’Amerind Friendship Centre to engage Indigenous families and service providers about their experiences with child care and family support programs. A number of Indigenous-led organizations and early years providers in London and Middlesex County supported the engagement process, including: Atlohosa Native Family and Healing Centre, NoKee Kwe and Southwest Ontario Aboriginal Health Access Centre (SOAHAC). Upon completion of the preliminary engagement, Indigenous-led organizations and allies were invited to listen to the information that had been gathered from families to collaboratively plan for a proposal to the Province of Ontario’s Ministry of Education that would “increase the number of licensed child care spaces and culturally relevant programming off-reserve.”

Through the engagement process, Indigenous families expressed that access to culturally relevant, quality Indigenous-led programming that supports families is critical. Families shared that they want:

- to learn their language and culture together with their children;
- a place where all Nations are welcomed; and,
- a place to call their own.

Indigenous families and service providers also identified that culturally safe spaces are needed in order to increase access to quality early years programming, and that culturally relevant programming needs to be made available. Indigenous service providers expressed that adequate space to provide quality early years programming is not available, and that the system of supports for Indigenous children and families in the community doesn’t have any additional capacity.

Results from the engagement process informed a request to the Ministry of Education to support the development of an Indigenous-led Licensed Child Care and EarlyON Child and Family Centre to serve families in London and Middlesex County. The request, submitted by the City of London

in its role as Service System Manager, was developed in partnership with an Indigenous Planning Committee including representation from local Indigenous-led organizations, Indigenous parents and caregivers, and other relevant planning partners.

The City of London was successful in receiving one time operational and capital funding to support the development of an Indigenous-led Licensed Child Care and EarlyON Child and Family Centre through two provincial funding envelopes: The Journey Together and The Community Based Capital Program (CBCP).

All funding must be exhausted and the capital project completed by December 31, 2020.

Procurement Process

The City of London in consultation with the Indigenous Planning Committee undertook a competitive process to identify an organization to design, construct and operate the facility. It is important to note that the funds for The Journey Together initiative are explicitly to be used by Indigenous-led organizations to provide culturally relevant early years programs and services.

Request for Proposal (RFP) 18-22 was released on May 30, 2018 through Purchasing and Supply, with a closing date of July 30, 2018. One bid was received by the deadline; it being noted that this is an Irregular Result (Section 19.4) according to the Procurement of Goods and Services Policy. With the concurrence of the Managing Director, Neighbourhood, Children and Fire Services and the Manager of Purchasing and Supply, the single bid was opened. An evaluation committee comprised of representatives from the Indigenous Planning Committee¹, as well as staff from Finance and Corporate Services (Facilities Division) and Neighbourhood, Children and Fire Services evaluated the submission against criteria outlined in RFP 18-22. Selection criteria included in the RFP was developed in partnership with the Indigenous Planning Committee. The evaluation concluded that the submission from SOAHAC met the requirements outlined in the Request for Proposal and demonstrated the organizational competency to undertake this initiative.

SOAHAC is an accredited Aboriginal Health Access Centre (AHAC). AHACs are innovative, Aboriginal specific Indigenous informed health care agencies. They provide a combination of health and social services to First Nations, Metis and Inuit communities. They operate from a wholistic Aboriginal Health framework which is often referred to by Indigenous people as “the good life” or as restoring the “good mind”. In addition to healthcare, SOAHAC has experience in construction and design and using a wholistic approach to support the health and wellbeing of families.

SOAHAC will undertake the following general activities to design, construct and operate the Indigenous-led Licensed Child Care and EarlyON Child and Family Center:

- Capital: Construct an 88 space licensed child care that is co-located with an EarlyON child and family centre that is Indigenous -led, meets the licensing requirements of all applicable bodies, and is reflective of the needs of Indigenous members of the community.
- Operation: Operate an 88 space licensed child care and EarlyON Child and Family Centre that is culturally relevant, based in Spirit and language, and provides culturally relevant EarlyON Child and Family Centre programs.

FINANCIAL IMPACT

The Province of Ontario has committed \$5,245,000 in capital funding through The Journey Together and Community Based Capital Program for the design and construction of the Indigenous-led Licensed Child Care and EarlyON Child and Family Centre for 2018-2019. In addition, the Province has committed an additional \$605,018 in operational funding to support project related costs between 2018 and 2020.

SECTION 275 OF THE MUNICIPAL ACT

With the results from the 2018 Municipal Election, the City Clerk has determined that the “lame duck” provisions of the *Municipal Act, 2001*, are applicable. By-law No. A-7728-216, PASSED in Open Council on June 12, 2018, authorizing the delegation of authority to the City Manager for certain acts of Council after Nomination Day for the 2018 Municipal Election including the

¹ Note selection of the evaluation committee followed Purchasing and Supply conflict of interest protocols.

following sections:

- 5.2 the City Manager shall be authorized to approve the execution of any agreements or other documents required to give effect to any expenditure or liability incurred under the authority delegated in part 5.1 or 5.3, and to authorize the Mayor and City Clerk to execute any agreement to effect same, in consultation with the City Solicitor's Office, where approval of Council would otherwise be required; and,
- 5.3. without limiting the generality of the foregoing, the City Manager shall be authorized to approve the execution of the agreements listed in Schedule 2, including soliciting a proponent through a Request for Proposal for the design, construction and operation of an licensed Indigenous led Child Care and Family Centre, to this By-law, where in the absence of this by-law, approval would be required by Council, as well as any property acquisition when the timely acquisition of real of personal property is adjudged by the City Manager to be necessary advantageous.

As per the provisions of By-law No. A-7728-216, The City Manager has taken the following actions:

- a) AWARDED the Request for Proposal 18-22: Design, Construction and Operation of an Indigenous-led Licenced Child Care and Family Centre to Southwest Ontario Aboriginal Health Access Centre (SOAHAC); it being noted that the proposal submitted by SOAHAC was the only bid received resulting in an irregular bid which was deemed to meet the City's requirements in all areas; and is in compliance with the Procurement of Goods and Services Policy;
- b) APPROVED the Project and Funding Agreement between The Corporation of the City of London and SOAHAC, for funding in the total amount of \$5,850, 018 to design, construct and operate an Indigenous-led Licenced Child Care and EarlyON Child and Family Centre;
- c) AUTHORIZED the Mayor and City Clerk to execute the Project and Funding Agreement between the Corporation of the City of London and SOAHAC, for funding in the total amount of \$5,850, 018 to design, construct and operate an Indigenous-led Licenced Child Care and EarlyON Child and Family Centre; and,
- d) AUTHORIZED Civic Administration to undertake all administrative acts which are necessary in relation to this project.

CONCLUSION

The Journey Together initiative has ignited an important conversation in our community. It has brought Indigenous leaders, service providers, and families together to discuss and better understand the challenges faced by Indigenous Families in London and Middlesex County. Through this initiative, Indigenous families expressed that access to culturally relevant, quality Indigenous-led programming that supports families is critical. Families want to learn their language and culture together with their children; they want a place where all Nations are welcomed, and they want a place to call their own.

This initiative closely aligns to Council's 2015 -2019 Strategic Plan by supporting a diverse, inclusive and welcoming community, as well as supporting a healthy, safe and accessible city for all families in London. It also supports London's Community Diversity and Inclusion Strategy which identifies taking meaningful steps towards Reconciliation as a priority.

The Indigenous-led Licensed Child Care and EarlyON Child and Family Centre will have meaningful impact on the lives of children and families in London and Middlesex County. It will create an additional 88 child care spaces for Indigenous children that are not currently available. It will offer early years programming based in Spirit and Language and it will serve as a place for Indigenous families to gather and learn together with their children.

This project just one step in moving towards Reconciliation grounded in joint leadership, trust building, accountability and transparency.

This report acknowledges and thanks the Indigenous Planning Table for their commitment to improving outcomes for Indigenous children and families in London and Middlesex County. This project would not be possible without the Planning Committee's ongoing guidance and support. The Indigenous Planning Committee includes Indigenous parents and caregivers as well as representatives from: At'lohosa Native Family and Healing Centre, Children's Aid Society of

London and Middlesex, City of London, Conseil Scolaire Viamonde, County of Middlesex, Fanshawe College, First Nations Centre at Fanshawe, London Children’s Connection, London Bridge, London Family Court Clinic, Métis Nation of Ontario, N’Amerind Indigenous Friendship Centre, Nokee Kwe, Schulich School of Medicine, SOAHAC, Thames Valley District School Board, as well as representatives from programs and services supporting families in Chippewa of the Thames First Nation, Oneida Nation of the Thames and the Munsee Delaware Nation.

This report acknowledges the support of the Government of Ontario and the Government of Canada.

PREPARED BY:	REVIEWED BY:
ADRIENNE SMALL SPECIALIST, NEIGHBOURHOOD AND COMMUNITY INITIATIVES NEIGHBOURHOOD, CHILDREN & FIRE SERVICES	KRISTEN PAWELEC MANAGER, NEIGHBOURHOOD AND COMMUNITY INITIATIVES NEIGHBOURHOOD, CHILDREN & FIRE SERVICES
SUBMITTED BY:	CONCURRED BY:
CHERYL SMITH MANAGER, NEIGHBOURHOOD STRATEIGC INITATIVES AND FUNDING NEIGHBOURHOOD, CHILDREN & FIRE SERVICES	IAN COLLINS DIRECTOR, FINANCIAL SERVICES FINANCIAL SERVICES
RECOMMENDED BY:	
LYNNE LIVINGSTONE MANAGING DIRECTOR NEIGHBOURHOOD, CHILDREN & FIRE SERVICES	

- C. Kyle Murray, Director, Financial Planning & Business Support
- Lynn Marshall, Solicitor II
- Jason Wills, Manager III, Risk Management
- John Freeman, Manager, Purchasing and Supply

Accessibility Advisory Committee

Report

9th Meeting of the Accessibility Advisory Committee
October 25, 2018
Committee Room #4

Attendance PRESENT: J. Madden (Chair), M. Cairns, M. Dawthorne, A. Forrest, N. Judges, P. Moore and P. Quesnel and J. Bunn (Secretary)

ABSENT: L. Chappell, J. Higgins, J. Menard, K. Ramer, K. Schmidt and F. Simmons

ALSO PRESENT: D. Baxter, C. DeForest, H. McNeely, M. Pease and M. Stone

The meeting was called to order at 3:04 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

2.1 Vehicle for Hire By-law

That the attached presentation, from C. DeForest, Manager, Business Services, with respect to the Vehicle for Hire By-law, BE REFERRED to the Transportation Sub-Committee for further review.

2.2 Site Plan Checklist Update

That the Site Plan Checklist BE PLACED on the Accessibility Advisory Committee Deferred Matters List for continued follow up in September 2019; it being noted that a verbal update from M. Pease, Manager, Development Planning and H. McNeely, Manager, Development Services (Site Plan), with respect to this matter, was received.

2.3 Committee of Adjustment Information

That A. Salton, Manager, Zoning and Public Property Compliance, BE REQUESTED to forward any zoning applications with accessibility implications, to be considered by the Committee of Adjustment, to the Accessibility Advisory Committee, in a timely manner, for comment; it being noted that the communication from S. Lewis, Chair, and J. Preston, Vice-Chair, Committee of Adjustment, as appended to the agenda, and a verbal delegation from M. Pease, Manager, Development Planning and S. Lewis, Chair, Committee of Adjustment, were received.

3. Consent

3.1 8th Report of the Accessibility Advisory Committee

That it BE NOTED that the 8th Report of the Accessibility Advisory Committee, from its meeting held on September 27, 2018, was received.

3.2 Municipal Council Resolution - Community Diversity and Inclusion Strategy

That delegation status BE APPROVED for representatives of the Accessibility Advisory Committee to speak at the December 10, 2018 meeting of the Community and Protective Services Committee regarding the Community Diversity and Inclusion Strategy (CDIS); it being noted that the Municipal Council resolution, from its meeting held on October 16, 2018, with respect to the CDIS, was received.

3.3 Notice of Planning Application - Official Plan and Zoning By-law Amendments - 2156 Highbury Avenue North

That it BE NOTED that the Notice of Planning Application, dated September 26, 2018, from C. Lowery, Planner II, with respect to Official Plan and Zoning By-law Amendments for the property located at 2156 Highbury Avenue North, was received.

4. Sub-Committees and Working Groups

4.1 Education and Awareness Sub-Committee Report

That the following actions be taken with respect to the Education and Awareness Sub-Committee Report from its meeting held on October 9, 2018:

- a) the London Transit Commission BE REQUESTED to attend an upcoming Accessibility Advisory Committee (ACCAC) meeting to speak to the upcoming four-year budget preparations; it being noted that upon notification of a London Transit Commission representative attending a meeting, the ACCAC will provide a list of questions to the representative to allow time to prepare responses;
- b) representatives of the City of London's unions BE REQUESTED to attend a future meeting of the ACCAC to discuss options for inclusion in employment, including but not limited to job sharing and flexibility that extends beyond the parameters of existing union contracts and defined job positions, in order to better facilitate hiring of people with disabilities;
- c) a public accountability measure, present on the City of London website, which allows for the display of reported issues, assigns responsibility, and includes resolutions and/or timelines BE IMPLEMENTED in order to improve its notification of construction projects, blocked passages, road work and public transit route changes and promote its reporting mechanisms to the general public;
- d) a pedestrian plan that prioritizes accessibility and notification BE INCLUDED in every construction project; and,
- e) the following actions be taken with respect to the City of London snow removal policy:
 - i) the snow removal policy BE REVIEWED to reduce its mandated snow removal minimums and clearing thresholds in order to prioritize pedestrian pathways, access to bus shelters and ensure that people with mobility challenges or requiring wheelchairs are able to navigate the city, even in inclement weather; it being noted that the ACCAC recommends reducing the threshold to the same as street level, one inch of accumulation;
 - ii) the clearing of bus stops and accessible parking areas BE PRIORITIZED in snow removal clearing; and,
 - iii) a public awareness campaign BE IMPLEMENTED, designed to reach out to members of the general public and local businesses,

encouraging them to clear sidewalks, with an understanding that accumulation or post-clearing compacted snow and ice poses significant barriers to accessibility; it being noted that the ACCAC recommends encouraging citizens to clear and salt/sand the sidewalks and entryways in their general vicinity.

5. Items for Discussion

5.1 City of London 2013-2017 Multi-Year Accessibility Plan – Annual Status Update

That it BE NOTED that the City of London 2013-2017 Multi-Year Accessibility Plan Annual Status Update, submitted by M. Stone, Supervisor I, Policy Development, was received.

5.2 ACCAC Deferred Matters List

That the following actions be taken with respect to the Accessibility Advisory Committee (ACCAC) Deferred Matters List:

a) the Civic Administration BE REQUESTED to provide the ACCAC with an update on the following two items from the Mayor's meeting with members of the ACCAC in June, 2018:

i) the creation of a "past-chair" non-voting position on the ACCAC; and,

ii) the active recruitment for ACCAC voting and non-voting positions; and,

b) the Civic Administration BE REQUESTED to attend a future meeting of the ACCAC to speak to the status of the City of London Facility Accessibility Design Standards Manual (FADS).

6. Deferred Matters/Additional Business

6.1 (ADDED) Next Meeting Date

That the next meeting date of the Accessibility Advisory Committee BE MOVED to November 29, 2018.

7. Adjournment

The meeting adjourned at 5:02 PM.



Vehicle for Hire By-law Accessibility Advisory Committee



Presenter: Catherine DeForest
October 25, 2018



Vehicle for Hire By-law

- Purpose
 - health & safety
 - consumer protection
- 1 cab plate for every 1100 citizens
- 1 accessible plate for every 18 taxi plates
- Current state
 - 353 licensed cabs with 19 accessible cabs
 - *plus ten more!*



How does it work?

- Vehicle for Hire by-law captures cabs, accessible cabs, limos and private vehicles
- Complex structure for taxis & limos
 - Broker
 - Plate owner
 - (Lessee)
 - Driver



Structure Statistics

- Number of brokers in London
 - Taxi (4)
 - YourTaxi.London
 - London Yellow
 - Green Transportation
 - U-Need-A
 - Limo (2)
 - Checker Limousine
 - Green Transportation
 - Transportation Network Company (1)
 - UBER



Licence Statistics

- City of London licences:
 - 353 cabs
 - 19 accessible cabs + 10
 - 89 limos

 - 1000 cab and limo drivers
 - 97 accessible cab drivers
 - 4000+ Uber drivers
- 2017
 - 4.2 million rides total
 - 33k accessible



Community Concerns

- What the community experiences
 - Collaborate with users of this service
- Work with the taxi industry



Broker Obstacles

- Cost
 - Vehicle conversion / vehicle purchase (\$48k)
 - Vehicle maintenance (\$6k/yr)
 - Fuel (\$18k/yr)\
 - Insurance (\$1200/yr more than cab)
 - (all approximate costs)

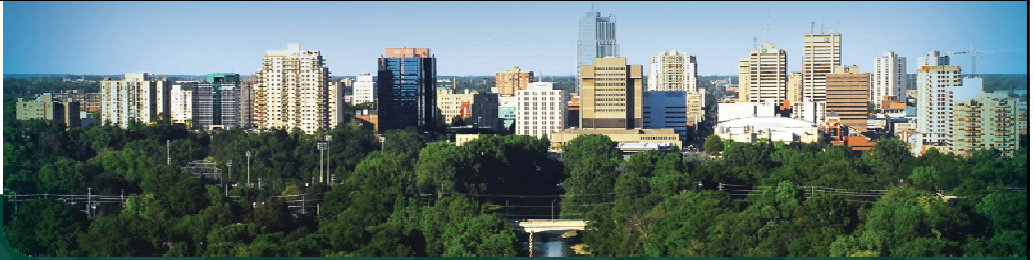
- Lack of drivers
 - Don't want to pay to be licensed as accessible
 - Drivers don't want to drive night shift as not enough demand
 - No revenue value for short-distance trips



Potential Incentives

- Charge a small per trip fee on every other type of trip taken (cab/limo/Uber) that would go into an accessibility fund to either:
 - Offer financial incentives to the industry for vehicle conversions and ongoing maintenance; or
 - Subsidize rides for short trips
- Explore different fare structures

- ?



Catherine DeForest

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london.ca

Community Safety and Crime Prevention Advisory Committee

Report

7th Report of the Community Safety & Crime Prevention Advisory Committee
October 25, 2018
Committee Room #5

Attendance PRESENT: L. Norman (Chair), J. Bennett, M. Melling, B. Rankin, M. Sherritt, B. Spearman and L. Steel and H. Lysynski (Secretary)

ALSO PRESENT: R. Brittan, L. Fisher, M. Hayward, P. Kavcic, D. Lebold, S. Shannon and J. Walter

ABSENT: S. Davis and B. Hall

The meeting was called to order at 12:17 PM

1. Call to Order

1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Scheduled Items

2.1 Pedestrian Safety and Rail Crossings

That it BE NOTED that the attached presentation from S. Shannon, Technologist II, with respect to pedestrian safety at railway crossings, was received.

2.2 Informed Response

That the following actions be taken with respect to Informed Response:

- a) M. Hayward, City Manager, BE REQUESTED to attend a future Community Safety and Crime Prevention Advisory Committee meeting to provide an update on the completion of the Informed Response project;
- b) Dr. C. Mackie, Medical Officer of Health and Chief Executive Officer, Middlesex-London Health Unit, BE REQUESTED to attend the January, 2019 Community Safety and Crime Prevention Advisory Committee meeting to provide information on the issuance of a Standing Order and the effects of crystal methamphetamine and other psychosis inducing drugs, including the following:
 - i) ways the Community Safety and Crime Prevention Advisory Committee can support solutions;
 - ii) providing examples of initiatives being undertaken in other cities; and,
 - iii) an outline of Dr. C. Mackie's powers with respect to these matters;

it being noted that the Community Safety and Crime Prevention Advisory Committee reviewed and received the attached presentation from Mr. M. Hayward, City Manager, with respect to these matters.

3. Consent

3.1 5th and 6th Reports of the Community Safety & Crime Prevention Advisory Committee

That, the following actions be taken with respect to the 5th and 6th Reports of the Community Safety and Crime Prevention Advisory Committee, from its meetings held on June 28 and September 27, 2018 respectively:

- a) the 5th and 6th Reports of the CSCP BE RECEIVED; and,
- b) L. Livingstone, Managing Director, Neighbourhood, Children and Fire Services BE REQUESTED to meet with M. Sands, Executive Director, Neighbourhood Watch London, to provide an update on the City of London's undertaking relating to *Bill C-175, Safer Ontario Act, 2017*.

3.2 Municipal Council Resolution - 5th Report of the Community Safety and Crime Prevention Advisory Committee

That it BE NOTED that the Municipal Council resolution adopted at its meeting held on July 24, 2018, with respect to the 5th Report of the Community Safety and Crime Prevention Advisory Committee, was received.

4. Sub-Committees and Working Groups

None.

5. Items for Discussion

5.1 2019 Mayor's New Year's Honour List

That it BE NOTED that no nominations were received for the 2019 Mayor's New Year's Honour List.

5.2 Terms of Reference Discussion

That the City Clerk BE REQUESTED to consider the following amendments to the Community Safety and Crime Prevention Advisory Committee Terms of Reference, during the comprehensive Advisory Committee review that is currently being undertaken:
Mandate:

- a) remove the reference to "the Neighbourhood Watch London Board of Directors and the Block Parent Central Committee and replace it with "participating organizations and or/partners";
- b) add the following community initiatives:
 - i) addiction;
 - ii) mental health; and,
 - iii) crime prevention;

Composition:

- c) amend Voting Members by:
 - i) deleting "Traffic Safety Education Committee (Children's Safety Village)" and replacing it with "Children's Safety Village"; and,

- ii) adding various representation by the following:
 - A) senior citizens;
 - B) indigenous citizens;
 - C) Urban League of London;
 - D) newcomers to London/multicultural groups; and,
 - E) London Economic Development Corporation;
- d) amend Non-Voting Members by:
 - i) deleting the word “Bureau” at the end of “Fire Prevention”; and,
 - ii) adding “Addiction Services”;

Qualifications:

- e) delete the words “the Block Parent Central Committee” and “the Council for London Seniors”;

Meetings:

- f) adding the words “a minimum of” after “meetings shall be held”;

it being noted that the Community Safety and Crime Prevention Advisory Committee will further review their Terms of Reference at their next meeting.

5.3 Budget

That the expenditure of up to \$2,150 BE APPROVED for the purchase of ten batteries for motorized cars, fifteen scooters and thirty bicycle seat clamps for the Children’s Safety Village; it being noted that the Community Safety and Crime Prevention Advisory Committee has sufficient funds in its 2018 Budget to accommodate this request.

5.4 Neighbourhood Watch London Update

That consideration of the Neighbourhood Watch London update by M. Sands BE POSTPONED to the next meeting of the Community Safety and Crime Prevention Advisory Committee, as Ms. M. Sands was unable to attend this meeting.

5.5 London Fire Services Update

That it BE NOTED that a verbal presentation from D. LeBold, London Fire Department, with respect to the London Fire Department update, was received.

6. Deferred Matters/Additional Business

6.1 (ADDED) Community Safety Week

That it BE NOTED that the Community Safety and Crime Prevention Advisory Committee (CSCP) members were requested to prepare for the 2019 CSCP Community Safety Week which will be held during Emergency Preparedness Week.

6.2 (ADDED) Community Safety Audits

That it BE NOTED that the Community Safety and Crime Prevention Advisory Committee held a general discussion with respect to Community Safety Audits.

6.3 (ADDED) Middlesex-London Community Drug & Alcohol Strategy

That it BE NOTED that the Community Safety and Crime Prevention Advisory Committee received the Middlesex-London Community Drug and Alcohol Strategy: A Foundation for Action from R. Brittan, Middlesex-London Health Unit.

6.4 (ADDED) School Bus Safety Week

That it BE NOTED that the Community Safety and Crime Prevention Advisory Committee was advised by T. MacDaniel, Active and Safe Routes to School that the week of October 22 to 26, 2018 was "School Bus Safety Week" and October 24, 2018 was "School Bus Driver Appreciate Day".

7. Adjournment

The meeting adjourned at 2:22 PM.



Rail & Pedestrian Safety

Community Safety & Crime Prevention Advisory Committee
 – October 25, 2018



Overview

- In 2014 Transport Canada issued new Grade Crossing Standards of which will come into enforcement by 2021.
- The City of London procured CIMA+ to undertake detailed safety assessments of all at-grade crossings within the City.
- Ongoing infrastructure improvements to ensure compliancy by 2021.

3



Background

- London is serviced by rail lines that move freight and passengers owned and operated by Canadian National Railway (CNR), Canadian Pacific Railway (CPR), and Goderich-Exeter Railway (GEXR).
- The City of London currently has 64 at-grade crossings and 27 grade separated crossings.



2



Operation Lifesaver

- Operation Lifesaver (OL) is a not for profit organization co-funded by Transport Canada and the Railway Association of Canada.
- Look. Listen. Live. Community Safety Partnership.
- Three crossings in the City of London:
 - Richmond Street (South of Picadilly)
 - Rectory Street between York and Little Simcoe
 - Colborne Street between York and Bathurst
- Official launch event held during Operation Lifesavers 16th annual Rail Safety Week @ CP Tracks on Richmond Street.

4





5



Questions?

7



Railway Safety Improvement Program

- The Railway Safety Improvement Program (RSIP) provides grants to improve rail safety and reduce injuries and fatalities related to rail transportation.
- Partner with CP for Pedestrian Gates on Pall Mall.
- City of London received funding for 2018/2019 for 10 crossings.
 - Approach surface replacement, Signage, Pavement Markings, Vegetation Clearing.
- Applied for another 10 crossings for 2019/2020.

6





1




3



2



4

 **In London**

- Increased risks from drug use
- Untreated mental illness
- Homelessness
- Pressures on the supports and treatment options available

5


 **Where Is This Happening In London?**



7


5

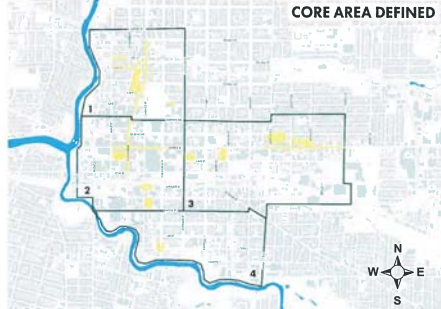
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 **Challenges**

- Drug induced, unpredictable and disruptive behaviours
- Vandalism and excessive garbage
- Disruption to and trespassing in businesses
- Urban camping

6

 **CORE AREA DEFINED**



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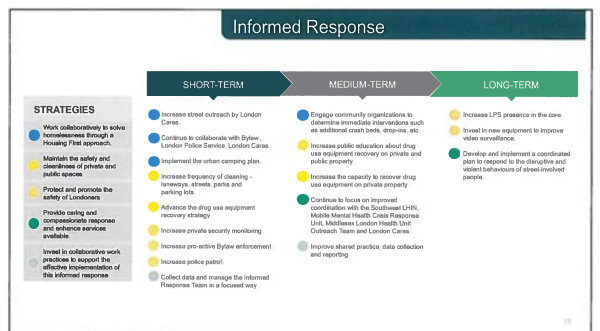
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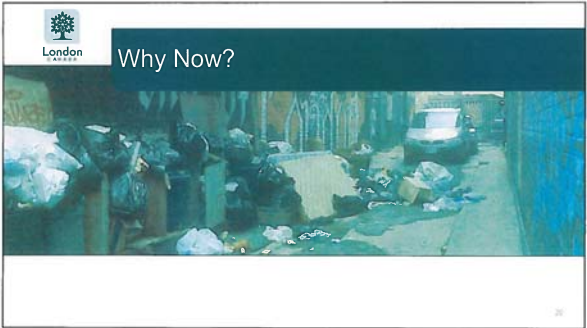
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8



- ### Strategies
- Provide caring and compassionate response and enhance services available.
 - Work collaboratively to solve homelessness through a housing first approach.
 - Maintain the safety and cleanliness of private and public spaces.
 - Protect and promote the well being and safety of all Londoners.
 - Invest in collaborative work practices and infrastructure.





DEFERRED MATTERS

COMMUNITY AND PROTECTIVE SERVICES COMMITTEE

as of November 5, 2018

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
1.	<p><u>Radio System Upgrade OneVoice 2.0</u> The Civic Administration BE REQUESTED to undertake a review, with a report at a future meeting of the Community and Protective Services Committee, on the platform, system and needs of each user of the communications system to determine the most cost effective and reliable system for communication for each of the services, recognizing and addressing the need for interoperability between the services, as well the need for a level of stability and insulation against the rapid changes in software requirements; it being noted this review should also develop the appropriate process or methodology for on-going management of the system, including organizational design and budget development; and it being further noted that the Civic Administration should seek input from experts in the area.</p>	November 17, 2015		D. O'Brien	Estimated report back – March/April 2018
2.	<p><u>Request for Naming of Vimy Ridge Park</u> That the following actions be taken with respect to the request for naming of Vimy Ridge Park: a) the Civic Administration BE REQUESTED to complete appropriate stakeholder consultation and report back to the Community and Protective Services Committee (CPSC), as soon as possible, with respect to a location that would be adequate and a suitable Vimy Ridge commemorative location, including the necessary budget; b) the request to name a parcel of land located adjacent to the Charlie Fox Overpass at Hale Street and Trafalgar Street, "Vimy Ridge Park" BE REFERRED to a future meeting of the CPSC when the above-noted information is available related to this matter; and, c) the Civic Administration BE DIRECTED to make the necessary arrangements for the land located adjacent to the Charlie Fox Overpass at Hale Street and Trafalgar Street to be designated as the temporary "Vimy Ridge Park" until such time as the actions outlined in a) and b) have been completed and a permanent "Vimy Ridge Park" has been established.</p>	February 22, 2017		J.M. Fleming	Estimated report back – Q2, 2018

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
3.	<p><u>Business Licensing By-law Review – New and Revised Regulations</u> That the following actions be taken with respect to the Business Licensing By-law Review:</p> <p>b) the City Clerk BE DIRECTED to update the web page that appeared on the City’s previous website, for inclusion on the current website, that sets out the process for members of the public to seek delegation status at a Standing Committee meeting, including information as to what to expect at the meeting;</p> <p>c) the Civic Administration BE DIRECTED report back with a public engagement protocol for consulting with individuals, outside of a formal public participation meeting process, who identify as vulnerable members of the population, be they sex trade workers, street level and at-risk individuals, individuals with lived experience with drugs, alcohol and gambling, adult entertainers or others that would protect and respect the individuals’ privacy; and</p> <p>d) the Civic Administration BE DIRECTED to consult with workers (current and/or former) in the adult live entertainment and body rub parlour industry on changes to provisions in the Business Licensing By-law relating to these types of businesses that would enhance worker safety and minimize harm to workers, consistent with provincial and federal legislation.</p>	December 12, 2017		G. Kotsifas M. Hayward C. Saunders O. Katolyk	Estimated report back, 2018
4.	<p><u>Proposed Public Nuisance By-law Amendment to Address Odour</u> That the matter of a proposed Public Nuisance By-law amendment to address odour BE REFERRED back to the Civic Administration for further review and consideration.</p> <p>The original clause reads as below:</p> <p>That, on the recommendation of the Managing Director, Development and Compliance Services and Chief Building Official the following actions be taken with respect to the staff report dated February 21, 2018, related to a proposed Public Nuisance By-law amendment to address odour:</p>	February 21, 2018	TBD	G. Kotsifas O. Katolyk	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	<p>a) the above-noted staff report and draft Public Nuisance By-law amendment, to address nuisance odours related to Anaerobic Digestion Facilities, Composting Facilities and Rendering Plants, BE RECEIVED and BE REFERRED to a public participation meeting to be held by the Community and Protective Services Committee on April 4, 2018, for the purpose of seeking public input on the draft by-law;</p> <p>b) municipal enforcement activities BE ENHANCED through the hiring of one additional Municipal Law Enforcement Officer on a two-year, temporary basis with the budget not to exceed a maximum of \$90,000 per year with the source of funding to be from the Sanitary Landfill Site Reserve Fund; it being noted that this amount and source of funding was previously approved by Council for enhanced Provincial compliance activities, however further dialogue has resulted in complementary compliance and enforcement activities that are maintained within each level of government's legal responsibilities to avoid duplication; and,</p> <p>c) the Managing Director, Development and Compliance Services and Chief Building Official BE DIRECTED to report back to the Community and Protective Services Committee after one year of administration and enforcement of the Public Nuisance By-law regulations pertaining to odour upon enactment;</p>				
5.	<p><u>2nd Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee</u> That the following actions be taken with respect to the 2nd Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee (DIAAC), from its meeting held on January 18, 2018:</p> <p>a) the City Clerk BE REQUESTED to review and consider new, additional resources for the Advisory Committee, Board and Commission membership recruitment in order to augment the diversity of applications</p>	February 21, 2018	TBD	C. Saunders	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	for vacant positions, specifically focusing on diverse, young women and report back to the Community and Protective Services Committee with respect to this matter; it being noted that the DIAAC received the attached presentation from K. Koltun, Government and External Relations Office, with respect to the Diverse Voices for Change Initiative and the related committee census information; and,				
6.	<u>Salvation Army Commissioning</u> That the communication dated February 26, 2018, from B. Miller, with respect to a request to install a bronze plaque in Victoria Park to acknowledge and thank the Salvation Army for over 130 years of service in the City of London, BE REFERRED to the Civic Administration for consideration and a report back to the Community and Protective Services Committee as to what options are currently in place to facilitate the recognition or a new type of recognition.	March 20, 2018	TBD	S. Stafford	
7.	<u>Community Gardens and the Mayor's New Year's Honour List Award for Accessibility</u> b) the Civic Administration BE REQUESTED to review past Advisory Committee reports to ensure that items are included on Standing Committee deferred lists, as appropriate; d) the Civic Administration BE REQUESTED to report back at a future meeting of the Community and Protective Services Committee with respect to modifications to the Community Gardens program, specifically with respect to accessibility.	April 4, 2018	2018	C. Saunders L. Livingstone	
8.	<u>4th Report of the Diversity, Inclusion and Anti-Oppression Advisory Committee</u> c) the City Clerk BE REQUESTED to undertake a review of the potential provision of child minding for Advisory Committees and to report back to the appropriate standing committee	April 4, 2018	2018	B. Coxhead C. Saunders	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
9.	<p><u>Short Term Accomodations</u> That, on the recommendation of the Managing Director, Development and Compliance Services and Chief Building Official, the following actions be taken with respect to Short Term Accommodations:</p> <p>b) the Civic Administration BE DIRECTED to report back to the Community and Protective Services Committee (CPSC) with respect to the potential administration of transient tax on short term rentals; and,</p> <p>c) the Civic Administration BE REQUESTED to report back to the CPSC with respect to an update on the status of short term rentals in London, in approximately one year;</p>	May 1, 2018	2018	G. Kotsifas O. Katolyk	
10.	<p><u>5th Report of the Animal Welfare Advisory Committee</u> That the following actions be taken with respect to the 5th Report of the Animal Welfare Advisory Committee, from its meeting held on May 3, 2018:</p> <p>b) the <u>attached</u> proposed amendments to the Animal Control By-law PH-3, drafted by the AWAC, BE REFERRED to the Managing Director, Development and Compliance Services for review and a report back to the Community and Protective Services Committee;</p>	May 29, 2018	TBD	G. Kotsifas O. Katolyk	
11.	<p><u>Naloxone Kits at City-owned AED Machines</u> That the following actions be taken with respect to incorporation of Naloxone Kits at Automated External Defibulator (AED) machine locations in the City of London:</p> <p>b) the Civic Administration BE DIRECTED to report back by the Fall of 2018, with a proposed implementation plan and associated costs related to:</p> <p>i) installation of two naloxone kits at every Automated External Defibulator (AED) location in City-owned and operated facilities;</p> <p>ii) training of staff with respect to the naloxone kits;</p> <p>iii) placement of appropriate signage at the locations;</p> <p>iv) outreach with community partners for the provision of the collection of data related to the usage of the kits; and,</p> <p>v) undertaking the necessary arrangements and the holding of public "town hall" meetings to inform and educate regarding the proposed initiative;</p>	May 29, 2018	Fall 2018	M. Hayward S. Stafford A.L. Barbon S. Datars Bere	

File No.	Subject	Request Date	Requested/Expected Reply Date	Person Responsible	Status
	it being noted that a communication from Councillor P. Squire was received, with respect to this matter.				
12.	<u>Neighbourhood Equipment Access</u> That the Civic Administration BE REQUESTED to review the Neighbourhood Event Equipment Lending Program and report back to the Community and Protective Services Committee with respect to adding church groups to the list of organizations available to request use of City of London equipment to host community events and implementing a prioritization system for applicants.	July 16, 2018	TBD	L. Livingstone	
13.	<u>7th Report of the Accessibility Advisory Committee</u> That the following actions be taken with respect to the 7th Report of the Accessibility Advisory Committee from its meeting held on July 26, 2018: a) the motion from the Policy Sub-Committee report, from the meeting held on July 10, 2018, with respect to Municipal Council being requested to fully endorse the Outdoor Event Guide, in its entirety, and require that all events held on city-owned land be required to implement all points BE REFERRED to the Civic Administration for review and a report back to the Community and Protective Services Committee in enough time for possible implementation prior to the next events season;	August 14, 2018	TBD	J.P. McGonigle	
14.	<u>Mayor's Meeting With the Accessibility Advisory Committee – Update</u> That the following actions be taken with respect to the correspondence from Mayor M. Brown regarding his meeting on June 28, 2018 with members of the Accessibility Advisory Committee: b) the remainder of the above-noted correspondence BE REFERRED to the Civic Administration in order to report back to the Community and Protective Services Committee as soon as possible related to the request(s), including, but not limited to, potential timelines and resource implications.	August 14, 2018	TBD	L. Livingstone S. Datars Bere C. Saunders G. Kotsifas J. Fleming S. Stafford M. Hayward B. Card M. Daley K. Scherr B. Coxhead A.L. Barbon	