

**Report to
Rapport au:**

**Community and Protective Services Committee
Comité des services communautaires et de protection
21 September 2017 / 21 septembre 2017**

**and Council
et au Conseil
27 September 2017 / 27 septembre 2017**

**Submitted on September 14, 2017
Soumis le 14 septembre 2017**

**Submitted by
Soumis par:
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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2017-CSS-GEN-0007

SUBJECT: Ontario Early Years Child and Family Centres

OBJET: Centres de l'Ontario pour la petite enfance et la famille

REPORT RECOMMENDATIONS

That the Community and Protective Services Committee recommend Council

1. Delegate authority to the Manager, Children's Services, to administer and allocate to the service providers listed in Table 2 of this report, the provincial funding that the City is to receive and the 100% municipal investment (subject to Council approval of the 2018 budget) for the delivery of child care and early years programs and services from local Ontario Early Years Child and Family Centres as detailed in this report, provided that all funding is administered in

accordance with the terms and conditions of the 2018-2019 Ontario Early Years Child and Family Centres Service Agreement that the City is to enter into with Her Majesty the Queen in right of Ontario as represented by the Minister of Education by October 31, 2017.

2. Receive, for information, the Ontario Early Years Child and Family Centres: Needs Analysis and Initial Plan (Document 1) to be submitted to the Province.

RECOMMANDATIONS DU RAPPORT

Que le Comité des services communautaires et de protection recommande au Conseil :

1. de déléguer au gestionnaire, Services à l'enfance le pouvoir d'administrer et de répartir entre les fournisseurs de services énumérés au tableau 2 du présent rapport le financement provincial que doit recevoir la Ville et le financement total investi par la Ville (sous réserve de l'approbation du Conseil) pour la prestation de programmes et de services pour la garde d'enfants et la petite enfance par des centres locaux de l'Ontario pour la petite enfance et la famille, tel que décrit dans le présent rapport, pourvu que tous les fonds soient administrés conformément aux modalités de l'Entente de services pour les Centres de l'Ontario pour la petite enfance et la famille 2018-2019 que doit conclure la Ville avec Sa Majesté la Reine du chef de l'Ontario, représentée par la ministre de l'Éducation, d'ici le 31 octobre 2017;
2. de prendre acte, à titre d'information, du document 1, Centres de l'Ontario pour la petite enfance et la famille : analyse des besoins et plan initial, à soumettre au gouvernement provincial.

EXECUTIVE SUMMARY

Assumption and Analysis

The Ministry of Education currently funds four child and family programs in Ontario: Ontario Early Years Centres (OEYCs); Parenting and Family Literacy Centres (PFLCs); Child Care Resource Centres (CCRCs); and Better Beginnings, Better Futures (BBBF).

These programs provide opportunities for children to participate in play and inquiry-based programs and support all parents and caregivers in their roles. Parents and caregivers also have access to information about child development and specialized services as needed.

In February 2016, in alignment with the Ontario Early Years Policy Framework, the Ministry of Education announced its intention to transform Ministry-funded child and family programs into an integrated system of services and supports for children ages 0-6 and their parents and caregivers.

The new Ontario Early Years Child and Family Centres (OEYCFCs) will be a cohesive system guided by a provincial framework, common identity and a new funding approach. OEYCFCs will be implemented across the province as of January 1, 2018.

As Consolidated Municipal Service Manager (CMSM), the City of Ottawa will be responsible for the local planning, integration, transformation and management of OEYCFCs as part of its responsibility for the service system management of child care and other human services.

In order to plan for and develop the new OEYCFCs, the Province required CMSMs to conduct local need analyses and facilitate meaningful engagement with key community stakeholders, including parents and caregivers. The City is required to submit the results of the needs analysis in an initial plan for the transition to local OEYCFC programs and services to the Province by September 29, 2017.

Under the terms and conditions of the 2018-2019 Ontario Early Years Child and Family Centres Services Agreement (the “2018-2019 OEYCFC Service Agreement”) that the City is to enter into with Her Majesty the Queen in right of Ontario as represented by the Minister of Education by October 31, 2017, for the \$9.6 million funding from the Province, the City must ensure the delivery of mandatory OEYCFC core services in physical program sites where children, parents and caregivers can participate in programs and services in-person year round and at least five days per week, including either Saturday or Sunday, by January 1, 2018 (as per the 2018-2019 OEYCFC Service Agreement, Schedule “C”, page 25).

Staff are recommending that Council delegate authority to the Manager, Children’s Services, to administer and allocate to the service providers listed on Table 2 of this report, the Provincial funding that the City is to receive from the Province and the 100% municipal funding for the delivery of child care and early years programs and services from local Ontario Early Years Child and Family Centres as detailed in this report. This is provided that all funding is administered in accordance with the terms and conditions of the 2018-2019 OEYCFC Service Agreement that the City is to enter into with Her Majesty the Queen in right of Ontario as represented by the Minister of Education by October 31, 2017.

Such delegation of authority will ensure that the shift of responsibility from the Province to the City for the development, planning, implementation, management and delivery of (i) child and family centres and (ii) child care and early years programs and services, is completed within the timeframe set by the Province and that the mandatory core services are being delivered in physical program sites by January 1, 2018, in

accordance with the terms and conditions of the 2018-2019 OEYCFC Service Agreement.

A transition year is required to meet the Provincial requirements and to work with stakeholders to structure and build the new system and its capacity. This approach will create minimal disruption to service users and providers in the transition year with the new OEYCFCs being fully implemented by January 1, 2019. This approach is supported by the Province and endorsed by community stakeholders.

While the transition plan will allow for minimal disruption to both service users and providers, as the new system is being developed, there are specific requirements stipulated by the Ministry that must be in place by January 1, 2018. The City will work with providers to ensure that these requirements are met.

The ongoing contract management, monitoring and evaluation of OEYCFCs is a new responsibility requiring significant resources. Community and Social Services, Children's Services, is in the process of preparing for the January 1, 2018 transfer of OEYCFC responsibility from the Ministry of Education to Children's Services. During the 2018 transfer year, Children's Services has committed to maintaining current service and funding levels with agencies/school boards currently receiving funding and is planning for potential one-time funding to meet specific needs related to the transition to the new system of services.

Public Consultation/Input

The City of Ottawa has actively engaged with the early years sector since the onset of the OEYCFC transformation project, beginning in the summer of 2016. This included two information sessions (in September 2016 and January 2017). In October 2016, an OEYCFC Planning Advisory Group was created to inform OEYCFC planning. The Advisory Group includes representation from: the four existing Ministry-funded programs, Ontario Early Years Centres (OEYCs), Parenting and Family Literacy Centres (PFLCs), Child Care Resource Centres (CCRCs) and Better Beginnings, Better Futures (BBBF); the four local school boards (two English and two French school boards); the Coalition of Community Health and Resource Centres of Ottawa; the Aboriginal Best Start Circle; the Francophone Best Start Table; and Ottawa Public Health.

Specific planning with francophone service partners has been accomplished through three separate meetings with the Francophone Best Start Table. These meetings have

served to increase our collective understanding of the specific needs, gaps and opportunities facing the delivery of francophone programs and services in Ottawa.

As part of a parallel provincial initiative, The Journey Together, the City of Ottawa has also been collaborating with the Aboriginal Best Start Circle and local Indigenous organizations. The City has been working together with these partners to determine a culturally appropriate and Indigenous-led process for determining the local child care and early years needs and opportunities for enhanced services for Indigenous children and families. Findings from this local needs assessment process will inform planning of the OEYCFCs.

In Q1 2017, the City conducted a needs analysis which engaged over 2,000 service users (parents and caregivers) as well as providers through a variety of methods, including consultation sessions, focus groups, telephone interviews and online surveys. The engagement strategy ensured that families with unique needs were included in the process, including francophone families.

BACKGROUND

There are approximately 70,000 children between the ages of 0 and 6 years old living in Ottawa (2016 census), an increase of 2.1 per cent since 2011. In 2011, 11.8 per cent of children 0-6 spoke French most often at home, while the same percentage (11.8 per cent) of children 0-6 spoke another language most often at home. The 2011 Canadian National Household Survey denoted 1,600 Aboriginal (First Nations, Inuit and Métis) children 0-6 living in Ottawa. It should be noted that local Indigenous service providers caution that due to underreporting, the number of Aboriginal children in Ottawa is likely much higher than that reported in the National Household Survey and Census. A more detailed summary of demographic findings is presented in Document 1.

The Ministry-funded child and family programs are currently provided by 13 not-for-profit local service providers and school boards through contribution agreements held with the Province. These contribution agreements will be ending on Dec. 31, 2017.

These organizations are providing programs and services at 99 unique physical locations (centre or mobile sites), serving over 27,000 children a year. A list of service providers is presented in the Ontario Early Years Child and Family Centres: Needs Analysis and Initial Plan (Document 1, page 8).

A number of local Indigenous organizations provide culturally-specific childcare and child and family programs serving Indigenous children and families. These

organizations include: Ottawa Inuit Children's Centre, Makonsag Aboriginal Head Start, Odawa Native Friendship Centre, Tungasuvvingat Inuit, Minwaashin Lodge and the Wabano Centre for Aboriginal Health. These agencies are funded through other sources and do not receive Ministry funding under Ontario Early Years Centres (OEYCs), Parenting and Family Literacy Centres (PFLCs), Child Care Resource Centres (CCRCs) or Better Beginnings, Better Futures (BBBF) funding streams. A separate and detailed inventory of Indigenous child and family programs is being finalized as part of The Journey Together and will be used to inform the OEYCFC planning and implementation.

Ontario Early Years Child and Family Centres

Consolidated Municipal Service Managers (CMSMs) are responsible for the local planning, integration, transformation and management of OEYCFCs, in order to achieve the following Provincial key goals and objectives:

- Parents and caregivers have access to high quality services that support them in their role as their children's first teachers, enhance their well-being and enrich their knowledge about early learning and development.
- Children have access to play and inquiry-based learning opportunities and experience positive developmental health and well-being.
- Parents and caregivers have opportunities to strengthen their relationships with their children.
- Francophone children and families have access to French language programs and gain enhanced knowledge about language and identity acquisition.
- Indigenous children and families have access to culturally-responsive programming.
- Parents and caregivers are provided with timely, relevant and up to date information about community and specialized services.
- Local service providers collaborate and integrate services to meet community needs in an efficient and accessible way.

In July 2016, the Ministry released the [Planning Guidelines for Service System Managers](#) ("Guidelines") that outline the key elements of the core services and planning

requirements. CMSMs have the discretion to determine how these services are delivered and by whom, through local service planning.

With respect to OEYCFCs, the Province requires the City to:

- Conduct a local needs analysis and facilitate meaningful engagement with key community partners, parents and caregivers to integrate OEYCFCs into local service system planning for early years programs and services;
- Engage with Indigenous organizations and community to plan for the delivery of culturally-responsive early years programs and services;
- Engage with francophone providers and community to plan for the delivery of French language services where there is an identified need;
- Enhance, relocate and/or reconfigure OEYCFC programs and services to meet community needs;
- Manage provincial funds and any third party contracts associated with the delivery of OEYCFC programs and services; and
- Manage provincial funds related to early years community planning groups.

In June 2017, the Province announced \$141M in funding for OEYCFCs across Ontario. Included in this total allocation is the provincial government's annual investment of over \$100M and an additional investment of approximately \$40M from the Ontario Action Plan under the Canada-Ontario Early Learning and Child Care Agreement. The Province released the Funding Guidelines to municipalities in July 2017.

The Province requires that CMSMs submit the following by September 29, 2017:

1. A summary of the completed needs analysis; and
2. Initial plans for OEYCFC programs and services.

The Journey Together

In 2016, the Government of Ontario released [The Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples](#), which outlines the province's plan to respond to the Truth and Reconciliation Commission's findings and Calls to Action, address the legacy of the Indian Residential Schools and reconcile relationships with Indigenous Peoples in Ontario.

Included in the plan is a commitment to increase the number of culturally relevant licensed child care spaces and expand access to child and family programs for Indigenous children and families living off-reserve in Ontario. “The Journey Together – Ontario’s Early Years Initiative” includes an investment of up to \$70M province-wide over the next two years (including capital investments) for off-reserve child care and child and family programs with ongoing annual operating funding of up to \$30M, beginning in 2018-19. The Province has also committed that these programs would be delivered by Indigenous-led organizations.

The City of Ottawa, as a CMSM, has the responsibility for supporting and coordinating local planning efforts and submitting, to the Ministry of Education, a consolidated community needs assessment and joint proposals related to expanding access to culturally-relevant child care and child and family programs for Indigenous children and families in Ottawa. In 2016, one-time capacity funding was made available from the Province to both provincial Indigenous organizations (including funds for distribution among affiliated local Indigenous service providers) as well as to the City of Ottawa for the support and coordination of local planning.

Since November 2016, the City of Ottawa has been collaborating with the Aboriginal Best Start Circle and local Indigenous organizations on The Journey Together process.

Indigenous service partners have been leading the process by conducting needs assessments with their constituency groups, including with parents, family members, caregivers, elders, program staff, partner organizations and other Indigenous organizations in the community. The City hired an Indigenous firm, Hunter-Courchene, to provide coordinating support to Indigenous service providers who will then develop proposals that address the local needs. The City is required to sign off on each proposal along with each provider in order to reflect the joint consultation and planning undertaken by all stakeholders. Proposals must be submitted by the City to the Province for approval by September 29, 2017.

DISCUSSION

This report summarizes the OEYCFC planning process undertaken in Ottawa to date and the proposed OEYCFC 2018 Transition Plan and budget. The OEYCFC Initial Plan, summarizing the results of the needs analysis and the 2018 transition plan, will be submitted to the Province by September 29, 2017 as required.

Current Situation

The funding for early years and child and family programs in 2017 includes \$6.7M from the Province and \$1.0M in 100% municipal investments, for a total investment in Ottawa of \$7.7M. One-time provincial funding of \$298,539 was also provided to assist with planning in 2017.

The existing provincial funding includes directly-funded provincial programs (\$5.8M) and provincial funding flowed through the municipality to local service providers (\$0.9M) for Ontario Early Years Centres (OEYCs), Parenting and Family Literacy Centres (PFLCs), Child Care Resource Centres (CCRCs) and Better Beginnings, Better Futures (BBBF) Data Analysis Services and service system planning, referred to as Early Years Child Development (ECD) – Planning, for both childcare and early years.

The City of Ottawa, through Children's Services and Community Funding, has invested \$1.0M in 100% municipal funding. Children's Services has historically funded child and family services in order to respond to local needs (\$644,704 in 2017) and Renewable Community Funding has also funded early years related services (\$410,681 in 2017).

Needs Analysis

As per the requirements detailed in the provincial Ontario Early Years Child and Family Centres Planning Guidelines for Service Managers dated July 2016, the City of Ottawa was required to conduct a local needs analysis by engaging and consulting with service providers and parents/caregivers. To prepare for the needs analysis, staff prepared a demographic analysis, environmental scan, an "As Is" service inventory and a stakeholder analysis and engagement plan. In September 2016, the City of Ottawa retained Nanos Research to conduct the needs analysis.

The needs analysis explored what is working in the existing system, service gaps, duplications and opportunities for service improvements in order to inform a system that is responsive to the needs of children 0-6, parents, caregivers and service providers in Ottawa (within given resources). During the months of January and February 2017 and as noted earlier, over 2,000 service users and service providers across Ottawa were engaged.

Service users highlighted certain comments and issues. Playgroups are the most widely-used service and considered the most important. Concerns were expressed related to their ability to access programs including physical locations, hours of operation, transportation and lack of awareness of existing services. Francophone

service users stressed the importance of services delivered in French and expressed concerns related to existing bilingual services.

Service providers emphasized a need to reach services users where they are, particularly those who are the most vulnerable. They also mentioned the importance of service coordination and partnerships. Francophone service providers indicated a preference for the delivery of Francophone services by Francophone agencies.

It is important to note that the OEYCFC engagement process did not explore Indigenous views specifically, as an engagement process for Indigenous families and service providers in Ottawa was conducted as part of The Journey Together process.

A summary of the Journey Together stakeholder engagement process is provided in the Ontario Early Years Child and Family Centres: Needs Analysis and Initial Plan (Document 1). The needs analysis findings and recommendations, along with the data collected through the demographic analysis, environmental scan and The Journey Together will be used in the planning of the new integrated OEYCFC system.

OEYCFC Transition Plan 2018

Staff are recommending a one-year transition plan (2018) for the delivery of the OEYCFC programs and services. This will ensure that OEYCFC mandatory core services will be delivered in accordance with the terms and conditions of the 2018-2019 OEYCFC Service Agreement by the Province's January 1, 2018 deadline. This approach is supported by the Province and endorsed by community stakeholders through the OEYCFC Planning Advisory Group. This approach is being recommended for the following reasons:

- The relatively short planning timeframe and the fact that the 2018 funding allocation for Ottawa and associated funding guidelines were received late in the planning process (June and July 2017 respectively);
- The operational realities faced by community organizations that risk being disrupted by the implementation of a new system (e.g. staffing, funding) and the required amount of time to plan and implement any changes.; and
- The estimated amount of time required by the City of Ottawa to manage an application process and enter into contracts for the delivery of new OEYCFC programs and services.

In order to meet provincial requirements by January 1, 2018, the City has committed to maintaining current funding and service levels during the 2018 transfer year and to determine one-time unallocated funding with the additional budget to establish the new system capacity, which may include capital enhancements. This will facilitate a transition to the new OEYCFCs, based on identified needs and consultation with stakeholders.

Staff are recommending the establishment of one-year contribution agreements (transition year) with the existing early years service providers listed in Table 2 on page 13 of this report. This includes new contribution agreements with both agencies previously funded directly by the Province and agencies receiving municipal funding. All local organizations holding existing contribution agreements with the City of Ottawa were notified in the summer 2017 of the change to their contribution agreements (effective December 31, 2017).

The City of Ottawa will ensure that terms and conditions of the 2018-2019 OEYCFC Service Agreement are met under the one-year contribution agreements for 2018 and by updating the City of Ottawa [Child Care Provider User Guide 2016-2020](#).

Under the terms and conditions of the 2018-2019 OEYCFC Service Agreement, programs and services are intended to be community-based and must not be offered within individual homes, impacting those service providers offering home-visiting as part of their mandate, as well as those families utilizing a home-visitor program.

Furthermore, the delivery of mandatory core services related to supporting early learning and development must be delivered on-site by a registered early childhood educator (RECE). Existing child and family centres that do not have RECEs on staff will be required to hire RECEs to meet program delivery requirements, impacting current staffing models that do not include RECEs for programs relating to early learning and development.

Additional policies and procedures will also have to be developed and in place for 2018, including emergency plans, complaints and resolution processes and serious incident reporting.

The full list of the specific OEYCFC requirements can be found in the Ontario Early Years Child and Family Centres: Needs Analysis and Initial Plan (Document 1, page 26).

The City of Ottawa has been working with service providers to prepare for and adjust to the new requirements by January 1, 2018. The City will continue to work with the OEYCFC Planning Advisory Group until the end of 2017 to create processes to support the development of the required policies and procedures, strategies to support service providers in attaining the RECE staffing requirements or necessary exemptions, as well as support service providers in their efforts to re-align their home-visitor programs to centre-based services, while continuing to meet the needs of their communities.

2018 OEYCFC Funding

The total 2018 provincial OEYCFC funding allocation for Ottawa is \$9.6M. This represents an increase of \$2.9M from 2017, reflecting the scope of the new system transfer.

With maintaining the 100% municipal investment (\$1.0M), subject to Council approval of the 2018 budget, the total local 2018 OEYCFC funding envelope is \$10.7M.

Table 1. presents the proposed OEYCFC budget that will be included within the 2018 Draft Operating Budget, broken down according to the mandated provincial expense categories. Descriptions of each expense category are found below.

Table 1. OEYCFC Budget (2018)

Mandated Provincial Expense Category	Amount
Operating (Mandatory Core Services and Customized Community Connections)	\$7,237,277
Program Administration – City of Ottawa (10%)	\$965,241
Professional Learning and Capacity Building for service providers	\$267,996
Child Care and Early Years Planning and Data Analysis Services (Mandatory minimum)	\$249,606
Unallocated 2018 funding (due to Transition Year)	\$1,987,679
TOTAL	\$10,707,799

Operating (Mandatory Core Services and Customized Community Connections)

This funding will support the costs of operating a system of OEYCFCs. As described in the previous section, the City of Ottawa is recommending the establishment of one-year (January 1 to December 31, 2018) contribution agreements at existing 2017 funding levels with community agencies currently receiving provincial and/or municipal funding (see Table 2), for the provision of OEYCFC Core Services. This will provide time to plan and structure the new system in response to the expressed needs.

Table 2. Service providers currently receiving Provincial and/or Municipal child and family funding

Service Providers
Andrew Fleck Child Care Services
Barrhaven Child Care Centre
Canadian Mothercraft of Ottawa-Carleton
Carlington Community Health Services Centre
Vanier Community Service Centre
Centre Présoilaire Coccinelle d'Orléans
Centrepointe Child Care Corporation
Child Care Providers Resource Network of Ottawa-Carleton
City View Centre for Child and Family Services
Global Child Care Services
Les services à l'enfance Grandir Ensemble
Orleans-Cumberland Community Resource Centre
Ottawa Catholic Child Care Corporation
Ottawa Catholic School Board
Ottawa-Carleton District School Board
Parent Preschool Resource Centre of the National Capital Region Inc.
Pinecrest-Queensway Community Health Centre
Somerset West Community Health Centre
South-East Ottawa Community Services
Western Ottawa Community Resource Centre

Administration

This funding envelope (10% of the overall allocation) will support administrative costs related to the work required to meet Provincial expectations and support and manage the new service manager responsibilities for these new programs and services beginning in 2018. Additional resources are required to support the development and management of new contribution agreements, the development of new policies and procedures, as well as ongoing service monitoring and system planning.

Professional Learning and Capacity Building

This funding will support professional learning and development opportunities that build the capacity of agencies to provide high-quality, inclusive child and family programs and services. The City of Ottawa will continue to fund the Parent Resource Centre for Early Literacy Specialists, who will provide professional development to OEYCFC service providers related to the implementation and practice of the pedagogical approaches described in *How Does Learning Happen*. In the fall of 2017, the City of Ottawa will also seek the input of the OEYCFC Planning Advisory Group to further define professional development and professional capacity building needs for 2018.

Child Care and Early Years Planning and Data Analysis

This funding will support service system planning and data analysis services. The City of Ottawa will continue to purchase Data Analysis Services from the Parent Resource Centre in 2018. Funding will also be used to continue to actively engage with all OEYCFC service providers as well as Indigenous and Francophone partners in the planning, management and delivery of responsive programs and services for 2019 and beyond.

Unallocated Funding

Unallocated funding will be determined in Q4 2017, based on identified system and service needs and in consultation with service partners, to assist with the transition plan implementation and to build system capacity. Considerations for spending may include: enhancements to technology to support service management and data collection, enhanced pedagogical capacity across the system and one time capital enhancements. Consideration may also be given to reallocating a portion of the additional provincial funding to replace Renewable Community Funding budget. This would enable the redistribution of the renewable funding to address emerging needs unrelated to the child and family sector.

System Planning for 2019 and Beyond

Until the end of 2018, the City of Ottawa will continue to plan for full implementation of the new integrated OEYCFC system on January 1, 2019. In 2019, OEYCFC base funding will be adjusted in order to fully align with all new system requirements and the increased funding. The City will develop a funding application/allocation process during the 2018 transition year in support of the new OEYCFC system that will be finalized in January 2019.

To inform this work, the mandate of the OEYCFC Planning Advisory Group will continue to the end of December 2017. In the meantime, Children's Services will create a new Child Care and Early Years Planning Advisory Group that will provide ongoing input and guidance for the overall planning of child and family programs and services in Ottawa. This group will include representation from the child care sector, the early years sector and Indigenous and francophone service partners.

Over the coming months, the City of Ottawa will:

- Continue to analyze all collected data (demographic data, service data, financial data, space review data);
- Review neighborhood boundaries and establish OEYCFC service areas;
- Adopt a decision-making matrix and develop a funding formula;
- Develop a funding application/allocation process;
- Engage with francophone partners on the development of a service delivery model for francophone programs and services;
- Engage with Indigenous partners to support a service delivery model for Indigenous children and families;
- Develop an outcomes and evaluation framework; and
- Review and integrate other provincial priorities.

Once the above mentioned activities are completed, the City of Ottawa will prepare an integrated OEYCFC system plan as part of the City of Ottawa Children's Services Service Plan, which will be shared with Council in 2018. The City of Ottawa will also submit a mid-year implementation update report to the province in Q2 2018, as required.

RURAL IMPLICATIONS

Agencies providing child and family programs to rural children and families were engaged as part of the OEYCFC needs analysis. The OEYCFC Planning Advisory Group also included rural service provider representation. A separate focus group of rural residents was conducted in order to gather the views of families living in rural

areas. The provision of child and family programs and services in rural areas is being considered as part of the overall OEYCFC planning process.

CONSULTATION

The City of Ottawa was required to conduct a local needs analysis by engaging and consulting with stakeholders and parents/caregivers.

As outlined in the Public Consultation/Input section of this report, staff actively engaged in a robust engagement strategy beginning in September 2016, including early years sector partners and creating a Planning Advisory Group to inform OEYCFC planning.

Planning included francophone service partners and a parallel provincial initiative, [The Journey Together](#), collaborated with the Aboriginal Best Start Circle and local Indigenous organizations who led their own culturally-specific engagement processes.

Over 2,000 service users (parents and caregivers) as well as providers were consulted through a variety of methods, ensuring families with unique needs were included in the process. Refer to Document 1 for additional information.

As part of the City's commitment to the engage the public in a meaningful and inclusive manner, the City utilized its Public Engagement Strategy, ensuring the needs and perspectives of the public would be included in the decision-making process.

Using the Equity and Inclusion Lens Handbook, special consideration was taken to reach out to specific sub-groups of the population who may have unique needs, such as: francophones, Aboriginal peoples, new immigrants, rural residents, families with children who have special needs, low-income and LGBTQ+ residents.

ADVISORY COMMITTEE(S) COMMENTS

No Advisory Committees were consulted in the development of this report.

LEGAL IMPLICATIONS

There are no legal impediments to the implementation of the report recommendations.

RISK MANAGEMENT IMPLICATIONS

There are no risk implications associated with this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with this report.

FINANCIAL IMPLICATIONS

The recommendations in this report have no net impact on the City's budget. As outlined in the report, the program is fully funded by the Province and the expenditures and revenues will be included in the 2018 Operating Budget for Council approval.

ACCESSIBILITY IMPACTS

Planning for the OEYCFCs in Ottawa has considered and will continue to consider the needs of children with disabilities. During the consultation phase, special consideration was taken to reach out to specific sub-groups of the population including families with children who have special needs.

There are no accessibility impacts associated with the recommendations outlined in this report.

TERM OF COUNCIL PRIORITIES

This report aligns with the 2015-2018 City of Ottawa Strategic Plan Priority: Healthy and Caring Community (HC).

SUPPORTING DOCUMENTATION

Document 1. Ontario Early Years Child and Family Centres: Needs Analysis and Initial Plan

DISPOSITION

Following Council approval to delegate authority to the Manager, Children's Services, as the new Service Manager for the OEYCFCs, to administer and allocate the provincial and municipal funding for the delivery of child care and early years programs and services from local OEYCFCs, as detailed in this report, Children's Services will submit the Ontario Early Years Child and Family Centres: Needs Analysis and Initial Plan to the Ministry of Education.

Children's Services, Community and Social Services Department, will implement the 2018 OEYCFC transition plan as outlined in this report and develop an OEYCFC Plan for 2019 and beyond which will be shared with Council in 2018.