
Subject: Approval of 2020/2021 Community Services Program Audits

Report to: Public Health and Social Services Committee

Report date: Tuesday, June 15, 2021

Recommendations

1. That the draft audited annual reconciliation return for the Community Support Services Program (Appendix 1 to Report COM 14-2021) for the year ended December 31, 2020, **BE APPROVED**;
2. That the draft audited schedule of Revenue and Expenses for the Reaching Home Program (Appendix 2 to Report COM 14-2021) for the year ended March 31, 2021, **BE APPROVED**;
3. That staff **BE DIRECTED** to coordinate with the auditor to finalize the statements as presented; and
4. That Report COM 14-2021 **BE FORWARDED** to the Region's Audit Committee for information.

Key Facts

- The purpose of this report is to obtain approval for the audited annual reconciliation return ("ARR") and the schedule of revenue and expenses ("financial schedule") for the respective programs in accordance with the federal and provincial funding requirements.
- The Hamilton Niagara Haldimand Brant Local Health Integration Network (HNHB LHIN) submission deadline for the Community Support Service Program is June 30, 2021.
- The Ministry of Employment and Social Development Canada submission deadline for the Reaching Home Program is July 31, 2021.
- As per Financial Reporting and Forecasting Policy (C-F-020), other financial statements or schedules performed for Ministry funding purposes, will be recommended for approval to Council by the standing Committee with oversight of the program. Upon approval by Council, the department Commissioner, or delegated authority, and the Treasurer will be authorized to sign the auditor's representation letter to obtain the auditor's signed report. The approved statements will then be forwarded to Audit Committee for information.

Financial Considerations

The ARR of the Community Support Services Program has been prepared in compliance with the guidelines of the Ontario Health Reporting Standards and the Community Financial Policy issued by the Ministry of Health and Ministry of Long-Term Care. A draft copy of the ARR is attached as Appendix 1 to Report COM 14-2021.

The financial schedule for the Reaching Home Program has been prepared in compliance with legislation and in accordance with the financial reporting provisions of the agreement between the Ministry of Employment and Social Development Canada and the Regional Municipality of Niagara. A draft copy of the financial schedule is attached as Appendix 2 to Report COM 14-2021.

The ARR and the financial schedule are prepared specifically for the purposes of meeting the requirements outlined in the service agreements with the funding Ministries. These reports are a provincial/federal requirement as noted in the audit report for the programs as follows:

Community Support Services Program

“The schedules are prepared to assist the Program in complying with the financial reporting provisions in the guidelines in Chapters 3 and 4 of the Ontario Healthcare Reporting Standards and the Community Financial Policy (2016) issued by the Ontario Ministry of Health. As a result, the schedules may not be suitable for another purpose.”

Reaching Home Program

“The schedule is prepared to assist the Program in complying with the financial reporting provisions of the agreement between the Ministry of Employment and Social Development Canada and the Regional Municipality of Niagara. As a result, the schedule may not be suitable for another purpose.”

Analysis

The ARR and the financial schedule were audited by the Region’s external auditors, Deloitte. The auditors have indicated that, based on their review, nothing has come to their attention that causes them to believe that this information is not, in all material aspects, in accordance with the requirements identified.

Upon approval by Committee and Council, the ARR and financial schedule will be submitted to the respective Ministry in accordance with the funding agreement requirements and will also be referred to Audit Committee for information.

Below is a summary of the results of the audited schedules:

Community Support Service Program – this program has an overall surplus of \$433,378 as of December 31, 2020, which will be returned to the LHIN by way of a reduction in their future payments to the Region. The COVID-19 pandemic caused significant interruptions to service, which led to the year-end surplus. Seniors Community Programs provides a range of services to seniors who want to keep active and stay in their home as long as possible. Most of these services involve in-person group settings, which were not permitted for the majority of the year due to the pandemic. Most significantly, the Region's Respite Companion Services, a program aimed at providing meaningful activities tailored to client's needs in the client's home, was unable to operate for the majority of the year. Adult day programs, many of which are co-located within the Region's long-term care homes, and in-person health and wellness classes were unable to operate due to the requirement to socially distance. Many staff were redeployed to the long-term care homes for resident social support and many services did resume virtually, on a smaller scale, towards the end of the year; however, the interruption to service for the majority of the year resulted in the year-end surplus. 2020 annual funding for Seniors Community Programs is \$6.68 million and the amount returnable for 2020 is approximately 6.6% of that funding.

Reaching Home Program - commenced April 1, 2019, and ends March 31, 2024, and has no funds returnable for the current reporting period.

These schedules are subject to minor wording changes once they are finalized.

Alternatives Reviewed

The audited financial schedules are a Ministry requirement and therefore no alternatives are available.

Relationship to Council Strategic Priorities

Providing formal financial reporting to Council and the public supports the Council Strategic Priority of Sustainable and Engaging Government.

Other Pertinent Reports

None.

Prepared by:

Beth Brens, CPA, CA
Acting Associate Director, Reporting &
Analysis
Corporate Services

Recommended by:

Adrienne Jugley, MSW, RSW, CHE
Commissioner
Community Services

Submitted by:

Ron Tripp, P.Eng.
Acting Chief Administrative Officer

This report was prepared in consultation with Stephanie Muhic, CPA, CA, Program Financial Specialist and Jordan Gamble, CPA, CA, Program Financial Specialist.

Appendices

Appendix 1 Community Support Services Program – 2020 Annual Reconciliation
Return

Appendix 2 Reaching Home Program – 2021 Schedule of Revenue and Expenses