



## STAFF REPORT ACTION REQUIRED

### Options for Scarborough Community Council Levee

<b>Date:</b>	September 17, 2015
<b>To:</b>	Scarborough Community Council
<b>From:</b>	Ulli S. Watkiss, City Clerk
<b>Wards:</b>	<b>Wards 35, 36, 37, 38, 39, 40, 41, 42, 43, 44</b>
<b>Reference Number:</b>	

#### SUMMARY

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This report is in response to the request from Scarborough Community Council for the Director, Protocol Services, to report on a strategy and costing for a possible New Year's Levee for 2016.

Until 2013, Scarborough Community Council held its own New Year's Levee. In 2013, a decision was made not to hold the 2014 New Year Levee. No levee was held in 2015. The money from the levee was re-directed to the promotion of the Scarborough Tree Lighting ceremony.

This report provides options for the Scarborough Community Council to make a decision on how to proceed with the levee event in 2016.

#### RECOMMENDATIONS

**The City Clerk recommends that Scarborough Community Council select one of the four options provided regarding the New Year's Levee for 2016:**

**Option 1:** Proceed with no levee in Scarborough in 2016

**Option 2:** Organize a scaled down traditional levee with no expenses incurred

**Option 3:** Proceed with a full traditional Scarborough levee with expenses paid through the Scarborough Community Council hospitality budget.

**Option 4:** Proceed with a full traditional Scarborough levee with expenses paid for equally by all members of the Scarborough Community Council from their Constituency Services and Office Budgets.

## **Financial Impact**

The General Expense Budget in the City Council 2016 operating budget is projected at \$25,000 for community council expenses, with allocation to each community council based on population. The 2016 allocation for Scarborough Community Council is expected to remain the same as previous years, \$4,907.00.

The amount of \$2,400.00 of the Scarborough Community Council budget is available to support the Tree Lighting Ceremony as in previous years or be redirected to fund a Scarborough Community Council New Year's Levee.

Funding for all four options will have no impact on the 2016 operating budget of City Council.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

## **DECISION HISTORY**

At its meeting of December 14, 2014, Scarborough Community Council requested the Director of Protocol Services to report back to Scarborough Community Council on a strategy and costing for a possible New Year's Levee for 2016

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2015.SC2.2>

At its meeting on November 19, 2013 the Scarborough Community Council decided not to host a New Year's Levee in January 2014.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2013.SC28.33>

## **ISSUE BACKGROUND**

Following amalgamation, Scarborough Community Council continued the tradition of hosting a levee for the community on the first Sunday in January at Scarborough Civic Centre from noon to 2 p.m.

Through the years, attendance at the Scarborough Community Council New Year's Levee has declined. The last year the event was held in 2013, only 60 people attended, most of which were in attendance for another event at the Scarborough Civic Centre, not the levee.

## **COMMENTS**

**Levee events in Toronto**

The Mayor usually hosts a levee or levee 'type' event on January 1st or shortly after, at Toronto City Hall, from 2 to 4 p.m. All Members of Council are invited to attend and the event is promoted city wide.

An event takes place in East York that is organized by local Councillors in partnership with elected officials from other levels of government. It is not organized by the City or funded by the Community Council.

No other Community Council hosts a New Year's Levee.

**Budget**

Funding for the levee came from the Scarborough Community Council Hospitality Budget. In 2016 the hospitality budget is projected at \$4,907.00. The cost of the 2013 levee (last levee held) was \$1,330.35. The hospitality budget also pays for the Scarborough Remembrance Day Service which costs approximately \$2,500.00.

The Hospitality Budget paid for pins, light refreshments, plants and a pianist. The budget did not include the cost of staff.

In 2014 the funds were re-directed to the promotion of a community tree lighting ceremony.

**Attendance**

Attendance at the Scarborough Community Council New Year's Levee has declined over the last several years:

<b>Year</b>	<b>Attendance</b>
<b>2010</b>	150 people approximately
<b>2011</b>	106 people attended
<b>2012</b>	65 people attended
<b>2013</b>	60 people attended *** Majority of people who attended were in attendance for the Sunday Concert series.
<b>2014</b>	Event not scheduled, funds re-directed to other community events based on declining attendance.

As part of regular event planning at Scarborough Civic Centre, the Sunday concert series took place beginning at 2:00 p.m. This event was not paid for by the Scarborough Community Council hospitality budget.

### **Scarborough Tree Lighting Ceremony**

In 2014, Scarborough Community Council directed funds from the Levee to promote the Scarborough Tree Lighting Ceremony event. Approximately 500 people attended.

The Tree Lighting event is held at the end of November/beginning of December, usually mid-week. This City of Toronto event is organized by Facilities Management and is aimed at families with children 10 and under. The event includes 3 - 4 craft stations, two choirs that perform, and a Santa that assists with "flipping the switch" on the tree and then poses for pictures with the children present. Hot chocolate and cookies are served, and weather permitting, there is skating on the outdoor rink at Albert Campbell Square.

The event begins around 7:00 pm and is finished by 9:30 pm when the building closes. All Scarborough Community Council Members are invited to attend.

### **Options for Consideration**

There are four options for consideration and decision by Scarborough Community Council:

#### Option 1: Proceed with no Levee in Scarborough in 2016.

This would be similar to 2014 and 2015. Funds available in the Scarborough Community Council budget can be redirected to promote the Scarborough Tree lighting event or another community event. Members of Scarborough Community Council can attend and promote the Mayor's Levee at City Hall on January 1st (date/event to be confirmed).

#### Option 2: Organize a scaled down traditional levee without no expenses incurred.

This levee would include a receiving line. Toronto Civic Employees Honour Guard would participate and add formality to the event. There will be no catering, decor, live music. CD music can be provided. Invitations or flyers can be sent electronically at no charge. Scarborough Community Council can continue to redirect funds to the Tree Lighting Ceremony or other community events similar to 2014.

#### Option 3: Proceed with a full traditional Scarborough Community Council New Year's levee with expenses paid through the Scarborough Community Council hospitality budget.

The only expense planned for the Scarborough Community Council budget at this point is Remembrance Day Ceremonies, estimated to be about \$2,500. The remainder of the

funds, estimated at \$2,400, can be used to fund the expenses of a New Year's Levee. Expenses for the Levee include pins, catering, entertainment and décor.

Under this option, funds will no longer be available to support the Tree Lighting Ceremony or another community event.

Option 4: Proceed with a full traditional Scarborough Community Council New Year's Levee with expenses paid for equally by all members of the Scarborough Community Council from their Constituency Services and Office Budgets.

If members of Scarborough Community Council wish to proceed with a full New Year's Levee but also wish to continue to promote the Tree Lighting event, they can choose to split the expenses of the New Year's Levee equally amongst all Scarborough Community Council members from their Constituency Services and Office Budgets.

The Constituency Services and Office Budget for each Councillor for 2015 is \$31,585.79. Should the budget remain the same in 2016, based on a cost estimate of \$2,400 for the Levee, each Councillor will pay \$218.82 from their Constituency Services and Office Budget for the event.

## **CONTACT**

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## **SIGNATURE**

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Ulli S. Watkiss  
City Clerk