

Report to/Rapport au :

Council / Conseil

November 28, 2012

28 novembre 2012

Submitted by/Soumis par :

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CITY WIDE / À L'ÉCHELLE DE LA VILLE

Ref N°: ACS2012-OPL-0003

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**SUBJECT: OTTAWA PUBLIC LIBRARY: APPROVAL OF 2013 DRAFT BUDGET**

**OBJET : BIBLIOTHÈQUE PUBLIQUE D'OTTAWA : APPROBATION DES PRÉVISIONS BUDGÉTAIRES 2013**

**REPORT RECOMMENDATIONS**

That City Council approve the Draft 2013 Ottawa Public Library Board Operating and Capital Budget.

**RECOMMANDATIONS DU RAPPORT**

Que le Conseil municipal approuve les budgets de fonctionnement et d'immobilisation 2013 du Conseil d'administration de la Bibliothèque Publique d'Ottawa.

## BACKGROUND

The Ottawa Public Library (OPL) has prepared its draft operating and capital budget estimates within guidelines provided through the City. The draft estimates were tabled with the OPL Board on October 15, 2012 and then forwarded to City Council on October 24, 2011. After participating in city-wide budget consultations the Library's budget was reviewed at the OPL Board meeting on Monday November 19, 2012. The Board heard from delegations and then adopted the draft budget. Motion **2012-0089** was carried by the Board: "That the Ottawa Public Library Board approve the 2013 OPL Draft Operating and Capital Budget Estimates, and forward them to City Council for consideration and final approval."

## DISCUSSION

The Ottawa Public Library Board is responsible for the preparation and recommendation of a draft budget to be presented to Council. Council is responsible for the review and approval of the Ottawa Public Library Board's draft budget estimates.

The Ottawa Public Library is an agency of the City of Ottawa established by municipal bylaw under the authority of the Ontario Public Libraries Act. It is governed by a Council-appointed board of 14 trustees including six elected councillors and eight citizens. The term of the Board is four years, concurrent with the term of Council or until a new board is appointed by the new council.

The goal of the OPL is to provide efficient, effective and equitable library and information service to the citizens of Ottawa through 33 facilities, 2 bookmobiles, 3 mobile units, outreach and digital services including an extensive website and an online catalogue. The OPL is the largest bilingual (French/English) public library in North America and the second-largest public library in Ontario. The OPL works with many local, provincial and national partners to extend and improve service, in support of its mission to build a strong Ottawa community by supporting life-long learning and 21<sup>st</sup> century literacies, fostering inspiration and enjoyment and connecting people to each other and the world.

The OPL Board adopted its Strategic Plan 2012-2015 in December 2011. The Plan focuses on: relevant and vital services and spaces and innovation, engagement and excellence. Information on OPL's strategic plan is available in full at: [2012-2015 Strategic Plan](#)

The 2013 Operating Budget request represents an increase of \$1.415 million over the 2012 net requirement, which is a 3.4% increase to OPL's net operating budget. This amount provides for the following priority requirements: contractual obligations for OPL employees; inflationary costs for rural materials delivery and public works; licenses and maintenance contract requirements; and monies required to fund the inflationary increase to OPLs PAYG (Pay As You Go) capital envelope. OPL has also allocated funds to support RFID (Radio Frequency Identification) implementation, an accelerated renewal and expansion plan for the Emerald Plaza Branch and RFID-Technology related training. These are all key strategic initiatives for the Library.

The 2013 Capital Budget total program request is \$3.610 million (including lifecycle requirements) and is balanced to the Library's PAYG allocation.

### RURAL IMPLICATIONS

There are no specific rural implications associated with this report. The OPL offers equitable service to all residents of the City of Ottawa.

### CONSULTATION

The public consultation on the draft operating and capital estimates, have been conducted. Public consultation on the Library's budget consisted of:

- Participation in multi-ward bilingual budget consultation meetings taking place October 29 to November 07.
- Public delegations heard at the regularly scheduled monthly Ottawa Public Library Board meeting on November 19, 2012,
- Receipt of comments and questions through a special email address managed through the Library's electronic feedback channels.

### COMMENTS BY THE WARD COUNCILLOR(S)

This is a City-wide report.

### LEGAL IMPLICATIONS

There are no legal impediments to implementing the recommendations in this report.

### RISK MANAGEMENT IMPLICATIONS

There are no risk management impediments to implementing the recommendations in this report.

### FINANCIAL IMPLICATIONS

Financial implications are identified within the report.

### ACCESSIBILITY IMPACTS

There are no accessibility implications in implementing the recommendations in this report.

## ENVIRONMENTAL IMPLICATIONS

There are no environmental implications in implementing the recommendations in this report.

## TECHNOLOGY IMPLICATIONS

There are no technology implications in implementing the recommendations in this report.

## TERM OF COUNCIL PRIORITIES

This section is not applicable to this report.

## SUPPORTING DOCUMENTATION

Document 1 – Ottawa Public Library 2013 Draft Budget Briefing Note

Document 2 – Ottawa Public Library 2013 Draft Operating Budget Book

Document 3 – Ottawa Public Library 2013 Draft Capital Budget Book

## DISPOSITION

Draft budget estimates for the Ottawa Public Library are forwarded to City Council for approval on November 28, 2012 as part of the budget process