



Commission to Promote  
Sustainable Child Welfare

Commission de promotion de la viabilité  
des services de bien-être de l'enfance

# Recommendations

to the Honourable Laurel Broten, Minister of Children and Youth Services

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**SUBJECT:      REDUCING ADMINISTRATIVE BURDEN IN CHILD WELFARE**

The Terms of Reference for the Commission to Promote Sustainable Child Welfare (the “Commission”) include (page 4), the expectation that the Commission will make recommendations to the Minister or Ministry that may encompass:

- *Ministry processes, in order to positively impact the effective use of resources in CASs.*
- *Effective accountability structures between the ministry and CASs.*
- *Appropriate mechanisms to recognize performance (ranging from excellence to non-compliance).*
- *Policy, including funding policy, standards, legislation and regulation, where changes facilitate improved CAS performance and maximize use of resources.*
- *Issues which impact on other parts of the children’s system.*

The Commission has identified four themes to its strategy to increase the sustainability of child welfare and improve outcomes for children. One of those themes “*Reducing Administrative Burden*” is intended to free up resources for direct service to children and youth.

The Commission has gathered extensive information on the level of administrative and regulatory demands on the child welfare system in Ontario and has identified successful approaches in various jurisdictions, to reducing administrative burden.

**THE COMMISSION RECOMMENDS:**

- That the Ministry reduce the administrative burden in child welfare in order to improve direct services to children and families in the shortest possible delay
- That the Ministry set up a Gateway mechanism and identify the skills and capacity required to manage the administrative burden Strategy as a whole, including the Gateway
- That the Ministry work where appropriate, with the broader public service to ensure that the child welfare program contributes to and benefits from the opportunities afforded by Ontario’s “Open for Business” initiative.
- That the Standard Cost Model be adopted by MCYS to establish a baseline and set targets for reducing the administrative burden in child welfare. This project could be overseen by the Gateway Group, and completed 3 months following its establishment
- That the Ministry proceed to act on the Commission’s specific recommendations on reducing administrative burden including those addressing Implementing CPIN, Modernizing the Tracking of High Risk Protection Cases and streamlining and Simplifying Serious Occurrence Reporting .

### CONSIDERATIONS FOR THE IMPLEMENTATION OF THESE RECOMMENDATIONS:

- In order to facilitate implementation of the foregoing, the Ministry should work together with the Commission in establishing the Gateway (on recruiting stakeholders, ensuring the appropriate scope and visibility of the approach), on adopting the Standard Cost Model, and on identifying specific processes that will be streamlined or simplified.
- To facilitate successful implementation, “virtual” networks of front line staff should be developed to share their experiences of actions taken to reduce administrative burdens. If possible, networks should also be established for children in care, foster parents and group care providers.

### SUPPORTING DOCUMENTS

*Commission Working Paper #1: Reducing Administrative Burden in Child Welfare*

These recommendations are made this 28th day of May, 2010.



Ene Underwood



Barry Lewis



Wendy Thomson