



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

**Item No. 6**  
**Halifax Regional Council**  
**March 1, 2011**

**TO:** Mavor Kelly and Members of Halifax Regional Council

Original Signed

**SUBMITTED BY:**

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Councillor Gloria McCluskey, Chair, Audit and Finance Standing  
Committee

**DATE:** February 18, 2011

**SUBJECT:** Advanced Capital Funding Policy - Review of Report Process

### **INFORMATION REPORT**

#### **ORIGIN**

The February 1, 2011 Regional Council session and the February 9, 2011 Audit and Finance Standing Committee meeting.

#### **BACKGROUND**

Referred from the February 1, 2011 Regional Council session, the Audit and Finance Standing Committee was to review the reporting process of Advanced Capital Funding information to Regional Council. The current process is that the information is forwarded to Regional Council via an Information Report; the Committee was requested to consider the merits of the information be presented to Regional Council in a Recommendation Report format.

#### **DISCUSSION**

At their February 9, 2011 meeting, the Audit and Finance Standing Committee discussed the current reporting process, Information Report, and the merits of opting for a Recommendation Report format. The Committee agreed that the current process was acceptable, however; a little more detail/clarity could be provided in the reports.

Staff advised that they had already committed to making some changes to the Advanced Capital Project reporting process by including more detailed information as follows:

- in regard to budget information, the actual costs, commitments and available funds to be included
- information on the percentage of project completed to be included

- information on the projected total costs to complete the project to be included
- the reason(s) for over or under expenditures, including details on significant issues encountered (ie: environmental contamination etc. ), to be included.

Members of the Committee suggested that rather than providing a grouping and an amount, such as “Intersection Improvement Program - \$1.4 million”, that more detail be provided in regard to exactly how the funds were allocated.

The Committee was satisfied that the current reporting format, along with staff’s commitment to provide more detail in the reports as outlined above, was acceptable.

### **BUDGET IMPLICATIONS**

None.

### **FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN**

This report complies with the Municipality’s Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

### **COMMUNITY ENGAGEMENT**

None.

### **ATTACHMENTS - NONE**

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A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Chris Newson, Legislative Assistant, 490-6732

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