

Re: Item No. 3


Proposed Budget & Business Plans 2011 - 2012



Core Operations and Services

- Accounts Payable Processing
- Project and Asset Accounting (PSAB 3150)
- HRM Investments and Cash Management
- Payroll
- Revenue, Tax Billing and Collection
- Bylaw Registration and Administration
- Coin Processing
- Parking Ticket Enforcement
- Procurement, Inventory Management and Stores
- Financial Planning and Budgeting Analysis
- Area Rate Analysis and Administration
- Coordinate the Annual Operating, Project and Reserve Budgets
- Fiscal and Tax Policy

Finance



10/11 Highlights

- Financial Reporting Improvements
 - Inclusion of tangible capital assets
- Improved Project Reporting
- Service Delivery
 - New Stores and coin room in Ragged Lake Transit Center
 - Relocation of “Municipal Fleet” Stores from Turner Drive to Thornhill Drive

Finance



FTEs and Budget

	09/10	10/11	11/12
Total FTE's	203.5	197.5	198.5
Expenses (\$000's)	12,427	12,861	13,917
Revenues (\$000's)	(8,353)	(10,832)	(8,951)
Net Budget (\$000's)	4,074	2,029	4,966

Finance



Key 11/12 Goals and Objectives

Improved Financial Information

Promote Fiscal Health and Accountability

Improve Organizational Capacity

Optimize use of Skills and Technology

Meet Internal Service Expectations

Finance



Service Level Changes

Increases In Service/New Initiatives

RFP for Banking Services for 11/12.

On-going development related to the new Tangible Capital Asset sub-ledger.

Efficiencies as a result of implementation of new electronic intake, transfer and exit forms.

Increased capacity with approval and implementation of new scheduling/time recording software.

Projections for status of capital projects

Finance



Service Level Changes

Decreases In Services/Operational Pressures

Increased demand for financial analysis.

Staff turnover (retirements, departures and secondments) has resulted in loss of experience and knowledge.

Continued operationalization of Tangible Capital Asset Accounting.

Business process/technology improvements required.

Relocation of Finance Offices

Finance

