



Staff Report

To: Dan Best, Chief Administrative Officer

From: Sandy Becker, Financial Services Manager/Treasurer

Date: April 18, 2017

Report: FIN.17.08

Subject: Budget Variance Report – First Quarter

Recommendation:

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: Budget Variance Report – First Quarter for information only.

Background and Analysis:

The department managers are accountable to monitor their departmental revenues and expenditures and project to the end of the fiscal period to ensure that they remain within the approved budget.

The quarterly financial report represents the municipal financial activity for the period ending March 31, 2017 on a basis consistent with that of the budget adopted by Council.

First quarter highlights are provided per department on the respective statements attached.

Budget Variance Report**Operational Considerations:**

As this report is being presented for information purposes only, no alternatives are presented.

South Huron's Strategic Plan:

The recommendation(s) included in this Staff Report support the following goals identified in the 2015-2019 Strategic Plan:

Administrative Efficiency and Fiscal ResponsibilityTransparent, Accountable and Collaborative Governance

The quarterly variance reporting framework assists managers in identifying emerging issues along with steps or processes required to adjust activities to stay within the budget or to respond to those emerging issues.

The consistency of providing these accountability and information reports assist council in better understanding the operational and budgetary issues facing various costing centres.

Financial Impact:

There is no immediate, direct financial impact as a result of the first quarter variance report. All respective budgets are within the approved parameters and represent only the first three months of operations.

In theory, all things considered equal, the percentage variances at this point should be close to 25%. However, the seasonal nature and timing of the budget process will impact these estimates.

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

There are no staffing implications for the Corporation resulting from the proposed recommendation.

Policies/Legislation:

By-Law 20-2017 – By-law to adopt 2017 Budget
Budget Development and Financial Reporting Policy & Procedure

Budget Variance Report

Reserves and Reserves Fund Policy & Procedure

Consultation:

The following department managers provided an update on each of their respective areas of responsibility;

Dwayne McNab, Development Services Manager
Andrew Baird, Emergency Services Manager/Fire Chief
Jo-Anne Fields, Community Services Manager
Jason Parr, Transportation Services Manager
Don Giberson, Environmental Services Director

Attachments:

Appendix A - Actual vs Budget Year to Date by Department reports

Respectfully submitted,

Sandy Becker

Financial Services Manager/Treasurer

I concur with this report.

A handwritten signature in black ink, appearing to read 'Dan Best', with a stylized flourish at the end.

Dan Best MPA, BA

Chief Administrative Officer

Appendix "A"

Actual vs Budget Year to Date by Department reports for;

- Building and Development Services
- Cemetery Services
- Emergency Services
- General Administration
- Recreation Services
- Sewer Services
- Solid Waste
- Streetlighting
- Transportation Services
- Water Services