



REQUEST FOR DECISION

MEETING DATE: August 21, 2023

TITLE: 2023 Second Quarter Report

DIVISION: Corporate Services

SUMMARY:

The quarterly report is an integrated report focused on key strategic, operational, and financial results for the City. The report includes an update on the activities of the organization, its capital projects, programs and services, key trending data, and financial results for the period ended June 30, 2023. New for the second quarter report is data representing the typical total customer wait time for building permit issuance.

The City's online dashboard has also been updated with the latest data from the second quarter and new data sets have been introduced including the building permit issuance times, business license activity, and the residential versus non-residential property tax split. The reporting dashboard can be accessed at <http://www.sprucegrove.org/dashboard>.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

2023 Second Quarter Report

Administration has prepared the attached 2023 Second Quarter Report to update Council and the community on the activities of the organization, services provided to the community, trending data, and insight into the work being undertaken as it relates to the themes in Council's 2022 - 2025 Strategic Plan. The report also provides financial highlights for the quarter and includes a summary of the revenue and expenses for municipal, utility, and developer operations as well as a capital project summary that consolidates all capital projects into one report for greater transparency, clearer communication, and ease of understanding.

Reporting Dashboard

The community facing reporting dashboard has been updated with the latest data from the second quarter (www.sprucegrove.org/dashboard). This dashboard serves to monitor and share important information about the community and the City's programs and services.

Data sets included on the dashboard contain either the latest available data or time-specific data, and include a chart with historical data, a trend indicator, reporting frequency, as well as a description of the indicator, how the data is measured, and why it is important.

New data sets have been introduced which include data on building permit processing times, business licence activity, and the residential versus non-residential property tax split.

Additional data sets will be investigated as part of the next phase of the dashboard development and added to the dashboard as City systems are built and matured. The intent is for the reporting dashboard to continuously evolve and integrate the ability for real time data reporting.

OPTIONS / ALTERNATIVES:

Council may request further analysis and information for future reporting.

CONSULTATION / ENGAGEMENT:

The report reflects updates provided by City departments and approved by the Corporate Leadership Team.

IMPLEMENTATION / COMMUNICATION:

The quarterly report is intended to update Council and the community on the activities of the organization, services provided to the community, trending data, and insight into the work being undertaken as it relates to the themes in Council's 2022 - 2025 Strategic Plan. The report is also provided to ensure transparency in financial reporting. This report is generated for the second quarter of the current fiscal year.

IMPACTS:

The reporting dashboard and this quarterly report, along with the financial summaries, are intended to provide information to continuously enhance communication and transparency.

FINANCIAL IMPLICATIONS:

Details on revenue and expense variances from the annual budget and forecast for Municipal, Utility, and Developer operations, as well as a capital project summary and associated variances, are included in the attached Q2 2023 Quarterly Report.