



## REQUEST FOR DECISION

**MEETING DATE:** September 13, 2021

**TITLE:** 2021 Second Quarter Report and Financial Summary

**DIVISION:** Corporate Services

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### SUMMARY:

The Quarterly Report is an integrated report focused on key financial, strategic, and operational results in the City. The Q2 report is for the second quarter (April – June), of 2021.

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### PROPOSED MOTION:

That the 2021 Second Quarter Report and Financial Summary be accepted as information.

### BACKGROUND/ANALYSIS:

Administration has prepared the attached second quarter (Q2) report to update Council on the activities of the organization, its programs and services, and those corporate plan projects that support program and service delivery. The report also provides financial highlights for the quarter and included is a summary of the revenue and expenses for municipal, utility, and developer operations.

Corporate Services has compiled this report along with the financial summaries in collaboration with project managers and program heads. The report works to align the projects by strategic portfolios and themes from the 2021-2023 Corporate Plan. It identifies projects that saw significant progress and reached key milestones during the quarter and provides an overview of the work planned for the current year, along with a summary of the overall progress for those projects. As the second quarter report is coming out mid-September, additional non-financial operational information from the first eight weeks of the third quarter has been incorporated to be current. The financial reporting included provides a high level estimated annual forecast and demonstrates expected variances between that forecast and the approved annual budget.

Administration is continuing to evolve the broader reporting and forecasting process and it is expected that such reports will contain further financial analysis for the third quarter of 2021. Council's deliberations will also inform the nature of the reporting going forward. New for the Second Quarter Report is the trending data section. This section provides a combination of service delivery data along with key indicators of economic and community health.

**OPTIONS / ALTERNATIVES:**

n/a

**CONSULTATION / ENGAGEMENT:**

The report reflects updates provided by project managers and program heads. It was reviewed by the Corporate Leadership Team on July 30, 2021 and by Corporate Communications.

**IMPLEMENTATION / COMMUNICATION:**

This report, along with the financial summary, works to continuously enhance communication and transparency. The quarterly report is intended to update Council and the greater community on the activities of the organization, its programs and services, and those corporate plan projects that support program and service delivery. The Report is also provided to ensure transparency in financial reporting. This report is generated quarterly throughout the year.

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a

**STRATEGIC VISION ELEMENT:**

This topic relates to all three of the City's strategic vision elements contained in Council's Strategic Plan

**RELATED GOAL:**

n/a