



Hamilton

**REPORT 16-003
CAPITAL PROJECTS WORK-IN-PROGRESS SUB-COMMITTEE**

**Tuesday, April 12, 2016
2:00 p.m., Council Chambers
Hamilton City Hall
71 Main Street West**

Present: Councillors C. Collins (Chair), J. Partridge (Vice-Chair), T. Whitehead, M. Pearson, B. Johnson and D. Conley

**THE CAPITAL PROJECTS WORK-IN-PROGRESS SUB-COMMITTEE PRESENTS
REPORT 16-003 AND RESPECTFULLY RECOMMENDS:**

- 1. Capital Projects Status Report (excluding Public Works) as of December 31, 2015 (FCS15065(b)) (City Wide) (Attached hereto)**

That the Capital Projects Status Report (excluding Public Works) as of December 31, 2015, be received.

FOR THE INFORMATION OF COMMITTEE:

- (a) CHANGES TO THE AGENDA (Item 1)**

There were no changes to the agenda.

The April 12, 2016 Agenda of the Capital Projects Work-in-Progress Sub-Committee was approved, as presented.

- (b) DECLARATIONS OF INTEREST (Item 2)**

None.

(c) APPROVAL OF PREVIOUS MINUTES (Item 3)

(i) February 25, 2016 (Item 3.1)

The Minutes of the February 25, 2016 meeting of the Capital Projects Work-in-Progress Review Sub-Committee was approved, as presented.

(d) ADJOURNMENT (Item 10)

There being no further business, the Capital Projects Work-in-Progress Sub-Committee meeting was adjourned at 3:58 p.m.

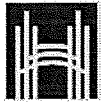
Respectfully submitted,

Councillor C. Collins, Chair
Capital Projects Work-in-Progress Sub-Committee

Report for Denis Farr
Legislative Coordinator
Office of the City Clerk

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CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Financial Planning & Policy Division

TO:	Chair and Members Capital Projects Work-in-Progress Sub-Committee
COMMITTEE DATE:	April 12, 2016
SUBJECT/REPORT NO:	Capital Projects Status Report (excluding Public Works) as of December 31, 2015 (FCS15065(b)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Abe Chegou 905-546-2424, Extension 4047
SUBMITTED BY:	Mike Zegarac General Manager Finance & Corporate Services Department
SIGNATURE:	

RECOMMENDATION

That the Capital Projects Status Report (excluding Public Works), as of December 31, 2015, attached as Appendix "A" to Report FCS15065(b) be received.

EXECUTIVE SUMMARY

This report presents the status of capital projects for all the departments excluding Public Works and is based on forecasted and committed expenditures to December 31, 2015.

Appendix "A" to Report FCS15065(b) reflects the status of each capital project as of December 31, 2015 by program within the following departments; Planning and Economic Development, City Manager, Corporate Services, Community and Emergency Services, City Housing, and Public Health.

Table 1 below represents the total Council approved capital budgets for specific program areas budget, expenditures / committed, available balance, and percentage complete for each Program Area.

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Table 1 – Expenditure Summary by Program Area as of December 31, 2015

	Approved Budget	Expenditures / Committed	Available Balance	Percentage Complete (%)
Corporate Services	\$17,835,312	\$ 12,443,073	\$ 5,392,239	69.8%
City Manager's Office & Clerks	\$3,085,136	\$3,086,994	\$(1,858)	100.1%
City Housing	\$1,142,000	\$1,142,000	\$ 0	100.0%
Community & Emergency Services	\$98,239,623	\$ 62,983,604	\$ 35,256,019	64.1%
Public Health	\$14,881,000	\$13,575,350	\$1,305,650	91.2%
Planning & Economic Development	\$374,374,609	\$193,368,517	\$ 181,006,091	51.7%

Table 2 shows the trend over the last four years for project completion percentage by Program Area.

Table 2 - Percentage of Completion as of December 31

	2015	2014	2013	2012
Corporate Services	69.8%	69.4%	69.3%	60.2%
City Manager's Office	100.1%	79.3%	96.1%	72.9%
City Housing	100.0%	100.0%	N/A	N/A
Community & Emergency Services	64.1%	71.0%	65.5%	79.7%
Public Health	91.2%	74.0%	37.5%	21.3%
Planning & Economic Development	51.7%	49.8%	47.1%	65.9%

Alternatives for Consideration –Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS (for recommendation(s) only)

Financial: None

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Staffing: None
Legal: None

HISTORICAL BACKGROUND (Chronology of events)

The Capital Projects Status and Capital Project Closing reports are submitted to City Council three times a year as of June 30, September 30, and December 31.

On July 10, 2015, Council approved changes to the City's Capital Project Policy. Previously staff reported on the status of the Capital Work-in-Progress projects to their respective Standing Committees. The amended Policy has staff submitting the status of the Capital Work-in-Progress projects to the Capital Projects Work-in-Progress Sub-Committee.

Previously on December 14, 2011, Council approved Report FCS11073(a), which directed staff to review the Capital Projects Status and Closing process and that a process where Departments report to their respective Standing Committees on the status of the Capital Work-in-Progress projects be implemented. Reports were submitted to Standing Committees three times per reporting year, as of June 30, September 30, and December 31. Regular reporting will allow Standing Committees to review the status of a fewer number of projects, in greater detail, applicable to their area of oversight. Reporting to the standing committee began for the June 30, 2013 reporting period.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Report FCS15065(b) meets the requirements of the Capital Project Monitoring Policy and Capital Projects Closing Policy including:

- That a Capital Projects Status report be submitted to Capital Projects Work-in-Progress Sub Committee three times a year detailing expenditures for the periods ending June 30, September 30 and December 31.

RELEVANT CONSULTATION

All Capital Project and Finance managers, excluding Public Works, have been consulted on the status of their projects.

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Page 6 of 6****ANALYSIS AND RATIONALE FOR RECOMMENDATION
(Include Performance Measurement/Benchmarking Data if applicable)**

Council approved that capital projects are reviewed in accordance with the City's approved Capital Project Monitoring Policy. For each variance/closure report, staff determines if projects can be closed (inactivated) and also monitor financial activity to ensure that Council is aware of any capital projects which deviate significantly from approved budgeted amounts.

Inactivating completed projects helps to keep the number of capital projects, in the financial system, to a manageable size and eliminates redundant data from reports. More importantly it ensures that projects which are complete and/or no longer required do not unnecessarily tie up budget resources that could be re-directed to other needs\capital projects.

The financial information in Report FCS15065(b) is based on spending to December 31, 2015.

ALTERNATIVES FOR CONSIDERATION

(Include Financial, Staffing, Legal and Policy Implications and Pros and Cons for each alternative)

Not applicable

ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN**Strategic Priority #1**

A Prosperous & Healthy Community

WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.

Strategic Objective

- 1.1 Continue to grow the non-residential tax base.
- 1.2 Continue to prioritize capital infrastructure projects to support managed growth and optimize community benefit.
- 1.6 Enhance Overall Sustainability (financial, economic, social and environmental).

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report FCS15065(b): Capital Projects Status Report (excluding Public Works) as of December 31, 2015