



**CITY OF HAMILTON**  
**CORPORATE SERVICES DEPARTMENT**  
**Financial Planning, Administration and Policy Division**

<b>TO:</b>	Chair and Members General Issues Committee
<b>COMMITTEE DATE:</b>	June 15, 2020
<b>SUBJECT/REPORT NO:</b>	Capital Projects Status Report (Excluding Public Works) as of December 31, 2019 (FCS19079(b)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Tran Trang (905) 546-2424 Ext. 4371 Duncan Robertson (905) 546-2424 Ext. 4744
<b>SUBMITTED BY:</b>  <b>SIGNATURE:</b>	Brian McMullen Director, Financial Planning, Administration and Policy Corporate Services Department

**RECOMMENDATION(S)**

That the Capital Projects Status Report (excluding Public Works), as of December 31, 2019, attached as Appendix "A" to Report FCS19079(b), be received.

**EXECUTIVE SUMMARY**

Report FCS19079(b) presents the status of open capital projects for all departments, excluding Public Works, and is based on forecasted and committed expenditures to December 31, 2019.

Appendix "A" to Report FCS19079(b) reflects the status of each open capital project as of December 31, 2019 by program within the following departments and boards: Corporate Services, City Manager's Office, CityHousing, Healthy and Safe Communities and Planning and Economic Development.

**SUBJECT: Capital Projects Status Report (Excluding Public Works) as of  
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Table 1 represents the total Council approved capital budgets for open capital projects by program area: budget, expenditures / commitments, available balance and percentage complete.

**Table 1  
Expenditure Summary by Program Area  
as of December 31, 2019**

	<b>Approved Budget</b>	<b>Expenditures / Commitments</b>	<b>Available Balance</b>	<b>Percentage Complete (%)</b>
Corporate Services	\$40,881,434	\$37,495,498	\$3,385,935	91.7%
City Manager's Office	\$5,349,700	\$2,711,925	\$2,637,775	50.7%
Outside Boards and Agencies	\$3,300,000	\$1,430,786	\$1,869,214	43.4%
Healthy and Safe Communities	\$126,515,444	\$96,910,531	\$29,604,913	76.6%
Planning and Economic Development	\$439,339,355	\$274,667,545	\$164,671,810	62.5%

Table 2 shows the project completion percentage by program area over the last four years for open capital projects. Percentages will vary year-to-year based on the in-year completion of projects and timing of project initiations.

**Table 2  
Percentage of Completion Comparison  
as of December 31, 2019**

	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>
Corporate Services	91.7%	92.1%	85.7%	80.3%
City Manager's Office	50.7%	63.4%	60.5%	71.2%
Outside Boards and Agencies	43.4%	95.0%	73.3%	49.0%
Healthy and Safe Communities	76.6%	72.8%	65.2%	47.5%
Planning and Economic Development	62.5%	59.6%	53.8%	51.2%

**Alternatives for Consideration – Not Applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: N/A

Staffing: N/A

Legal: N/A

**HISTORICAL BACKGROUND**

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 May 14, 2014, Council approved changes to the City's Capital Projects' Monitoring Policy (Report FCS14031). 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. As a result of social distancing restrictions, the Capital Projects Work-in-Progress Sub-Committee meeting on May 26, 2020 was cancelled. To fulfil the requirements of the Capital Projects' Monitoring Policy, Report FCS19079(b) has been submitted for review by the General Issues Committee.

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 FCS19079(b) meets the requirements of the Capital Projects' Monitoring Policy (Report FCS14031) including:

- That a Capital Projects Status report be submitted to Capital Projects Work-in-Progress Sub-Committee three times a year as of June 30, September 30 and December 31.

## **RELEVANT CONSULTATION**

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

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION(S)**

Council approved that capital projects are reviewed in accordance with the City's approved Capital Projects' Monitoring Policy (Report FCS14031). For each variance report, staff determines if projects can be closed and also monitors financial activity to ensure that Council is aware of any capital projects which deviate significantly from approved budgeted amounts.

The purpose of the Capital Projects Status Report is to provide a framework to ensure clarity, transparency and accountability over Capital Projects by placing staff accountable for mitigating cost overruns, ensuring that Capital Projects are completed in a timely matter and encouraging detailed, accurate and consistent reporting on the status and timely closure of Capital Projects.

The financial information in Report FCS19079(b) is based on expenditures and commitments to December 31, 2019.

## **ALTERNATIVES FOR CONSIDERATION**

Not applicable.

## **ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

### **Community Engagement and Participation**

Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.

### **Economic Prosperity and Growth**

Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop.

### **Healthy and Safe Communities**

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

### **Clean and Green**

Hamilton is environmentally sustainable with a healthy balance of natural and urban spaces.

**Built Environment and Infrastructure**

Hamilton is supported by state-of-the-art infrastructure, transportation options, buildings and public spaces that create a dynamic City.

**Culture and Diversity**

Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.

**Our People and Performance**

Hamiltonians have a high level of trust and confidence in their City government.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report FCS19079(b) – City of Hamilton Capital Projects Status Report as at December 31, 2019

TT/dt