




## INFORMATION REPORT

<b>TO:</b>	Chair and Members Audit, Finance and Administration Committee
<b>COMMITTEE DATE:</b>	October 5, 2023
<b>SUBJECT/REPORT NO:</b>	2023 Second Quarter Non-compliance with the Procurement Policy Report (FCS23020(a)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Sherri Ward (905) 546-2424 Ext. 3988
<b>SUBMITTED BY:</b>	Shelley Hesmer Acting Director, Financial Services and Taxation & Corporate Controller, Corporate Services Department
<b>SIGNATURE:</b>	

### COUNCIL DIRECTION

Procurement Policy, Section 4.19, Item (3) requires a quarterly report be prepared and presented to Council to report the use of all Procurement Policy Non-Compliance Forms.

### INFORMATION

This Report is issued quarterly in accordance with the Procurement Policy. This report details the use of all Procurement Policy Non-Compliance Forms for the second quarter of 2023.

Procurements that are non-compliant with the Procurement Policy can be identified at any time during the procurement process. Procurements are deemed to be non-compliant with the Procurement Policy when the applicable Policy (Policies) and published procedure(s) are not followed. Under Policy 19, the General Manager is responsible for reviewing each incident and determines the appropriate level of disciplinary action to be taken.

During the second quarter of 2023, there were seven (7) instances relating to the use of Policy 19, totalling \$197,843.35. The instances are summarized in Appendix "A" to Report FCS23020(a).

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OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" to Report FCS23020(a) 2023 Second Quarter Non-compliance with the Procurement Policy Report

SW/dw