



2022 COMMON FURNITURE PLAN EMERGENT REQUESTS

Office of the Councillors

RECOMMENDATION

That the 2022 Common Furniture Plan Emergent Requests as outlined in Attachment 1 of the August 16, 2022, Office of the City Clerk report OCC01411, be approved and funded from the Office of the Councillors 2022 Common Furniture Budget.

Report Purpose

Council decision required

Council Services Committee is being asked to approve funding for the costs associated with providing office furniture to the Office of the Councillors from the 2022 Common Furniture Budget in accordance with Council Policy C618A - Councillors' Budget and Expenses.

REPORT

Council Policy C618A - Councillors' Budget and Expenses, states that office furnishings such as furniture, workstations and chairs are funded by the Office of the Councillors Common Furniture budget. The 2022 Common Furniture Budget is \$11,278.

One furniture request (Attachment 1) requires Council Services Committee approval as the total cost is more than the Chair's \$1,000 approval limit.

Financial/Budget Implications

Table 1: 2022 Common Furniture Budget Plan

Actuals (Q1-Q2)	\$3,672.41
New Requests (Q3)	\$3,010.00
Total Estimated Expenditures for 2022	\$6,682.41

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Total Budget Remaining Unallocated	\$4,595.59
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ATTACHMENT

1. 2022 Common Furniture Plan Emergent Requests