



## 2024 COMMON FURNITURE PLAN

### RECOMMENDATION

That the January 24, 2024, Office of the City Clerk report OCC02303, be received for information.

#### Report Purpose

**Information only.**

### REPORT

Council Policy C618B - 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 allocation of the budget is approved by Council Services Committee at the first meeting each year. Additional expenditures of up to \$1,500 per item may be authorized by the Chair of Council Services Committee to address emergent needs.

At the time of writing this report, no requests for the 2024 Common Furniture Plan have been received.

#### Financial/Budget Implications

**Table 1: 2024 Common Furniture Budget**

<b>2024 Common Furniture Budget</b>	\$11,278
<b>2024 Requests</b>	0
<b>Total Budget Remaining Unallocated</b>	\$11,278

### ATTACHMENT

1. Common Furniture Plan - Term Expenditures