

ITEM	10
MANAGER'S REPORT NO.	69
COUNCIL MEETING	1979 10 15

RE: REVIEW OF 1980 PROVISIONAL BUDGET

The following is a report from the Municipal Treasurer re the above.

RECOMMENDATION

1. THAT the report of the Municipal Treasurer be received for information purposes.

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1979 October 10

TO: MUNICIPAL MANAGER

File: '79 Budg.Gen.

FROM: MUNICIPAL TREASURER

RE: REVIEW OF 1980 PROVISIONAL BUDGET

RECOMMENDATION

1. THAT this report be received for information purposes.

REPORT

Several members of Council have enquired as to when Council will be meeting with staff to review the 1980 Provisional Budget.

Arising from Council's discussion of the 1978 Annual Budget on 1978 May 08, the following motion was adopted:

"THAT in the interest of expediting the review of the components of the Annual Budget, that for the 1979 Budget preliminary departmental estimates be reviewed by Council with department heads, the Burnaby Parks and Recreation Commission, and the Burnaby Public Library Board, etc., prior to the assembly of the total budget presentation preferably in the last month of the 1978 Budget year."

The budget preparation process is one of continuing review, which causes the various departments' budgets to go back and forth through the Treasurer's office as a result of the vetting by the Municipal Manager. Further, some departments' budgets depend upon budget figures to be given by other departments. The net result of the on-going review process is that some of the smaller and less complicated budgets are not completed until about two weeks before the presentation of the total budget. Rather than hold up the presentation of the total budget, the Municipal Manager did not arrange for meetings with the various department heads concerned because the latter part of the motion quoted above makes reference to the meetings taking place "... preferably in the last month of the 1978 Budget year."

The consequence was that Council received the 1978 Recast/1979 Provisional Budget on 1978 October 30 and held meetings with staff on November 15 and November 22.

From a staff point of view, this process worked very well because it helped expedite the passage of the Annual Budget when it came down.

This year there are complications. It is an election year and there will be at least two new members of Council - so that a review in December may be more appropriate than in November. In any event, we cannot provide Council with budget data for November meetings. We are endeavouring to bring down the 1980 Provisional Budget based on zero base and program budget principles. Its format will differ greatly from the past and it will be necessary to separate the Recast Budget from the Provisional. The Recast Budget will be before Council on October 22. Due to staff shortage, as already reported to Council, it will not be possible to bring forward the Provisional Budget before the 1980 Council statutory meeting of December 03. In consultation with the Mayor, meetings of Council with staff are being arranged for early December.

Submitted for the information of Council.

B. J. Milroy
MUNICIPAL TREASURER

BM: gw