



## STAFF REPORT ACTION REQUIRED

9.

### 2013 Interim Budget Estimates

<b>Date:</b>	December 17, 2012
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

#### **SUMMARY**

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The purpose of this report is to request the Toronto Public Library Board adoption of the 2013 interim operating and capital budget estimates, as approved by City Council at its November 27 - 29, 2012 meeting, in order to enable Toronto Public Library (TPL) to carry out normal operations during the period between January 1, 2013 and the date on which Council approves the 2012 operating and capital budgets, expected on January 15 - 17, 2013.

The interim operating budget for TPL is \$37.398 million gross and \$34.412 million net (Attachment 1), which is based on 19% of TPL's 2012 approved budget. The interim capital budget is \$3.130 million gross and \$1.099 million debt (Attachment 2), which is based on 10% of the 2013 funding commitments for previously approved capital projects.

#### **RECOMMENDATIONS**

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**The City Librarian recommends that the Toronto Public Library Board:**

1. adopts the 2013 interim operating budget of \$37.398 million gross and \$34.412 million net; and
2. adopts the 2013 interim capital budget of \$3.130 million gross and \$1.099 million debt.

#### **FINANCIAL IMPACT**

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The 2013 interim budget estimates will enable TPL to carry out normal operations during the period between January 1, 2013 and the date on which Council approves the 2013 operating and capital budgets, expected on January 15 - 17, 2013.

The 2013 interim operating budget for TPL is \$37.398 million gross and \$34.412 million net, which represents 19% of TPL's 2012 approved operating budget (Attachment 1).

The interim capital budget is \$3.130 million gross and \$1.099 million debt, which represents 10% of the 2013 funding commitments for previously approved capital projects (Attachment 2).

The Director, Finance and Treasurer has reviewed this financial impact statement and is in agreement with it.

## **ISSUE BACKGROUND**

In accordance with TPL's Financial Control Policy, prior to the approval of the annual operating budget, the Library Board needs to adopt the Council-approved interim estimates to fund the continuance of the Library's business from the first day of January to the date the operating budget for that year is approved. A similar pre-approval process is required for the capital budget if it is not approved by Council before the budget year begins. The 2013 operating and capital budgets are expected to be approved during Council's special meeting of January 15 - 17, 2013.

## **COMMENTS**

The interim operating budget for TPL is \$37.398 million gross and \$34.412 million net, which represents 19% of TPL's 2012 approved budget. This level of funding is considered adequate to meet expenditure requirements for the first two months of the year.

The interim capital budget is \$3.130 million gross and \$1.099 million debt, which represents 10% of the 2013 funding commitments for previously approved capital projects. The level of capital pre-approval is based on a City-wide analysis of average capital expenditures for the years 2008 – 2012, which indicates that approximately 10% of the annual capital budget is spent during the first two months of the year. Any unspent capital funds from 2012 will also be available during the interim period of 2013. The combination of the 10% funding and 2012 unspent carry-forwards will be adequate to meet TPL's capital needs in the interim period.

Attachments 1 and 2 are the 2013 interim budget estimates for the operating and capital budgets respectively, approved by Council at its meeting of November 27 - 29, 2012, to enable City Programs, Agencies, Boards and Commissions to carry out their normal operations until Council approves the 2013 operating and capital budgets.

Expenditures made during the period beginning January 1, 2013 until Council approves the 2013 operating and capital budgets must be restricted to normal operations.

## **CONTACT**

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## **SIGNATURE**

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Jane Pyper  
City Librarian

## **ATTACHMENTS**

Attachment 1: 2013 Interim Operating Estimates

Attachment 2: 2013 Interim Capital Estimates