**Report of the Executive Policy Committee dated September 4, 2002**

**Delegation of Authority to Approve the Award of Contracts during the Period of September 25, 2002 to November 19, 2002**
**File GL-9 (Vol. 18) [c/r GC-11 (Vol. 8)]**

4. On February 10, 1988, as amended, the *Policy on Purchasing Procedures and the Disposal of Surplus Supplies* delegated to select members of Civic Administration and Standing Committee(s), the authority to award contracts where certain criteria are met.

The authority to award contracts that exceed one million dollars, where there are sufficient monies in a budget approved by Council, or sufficient available funds can be identified to cover the difference between the budgetary provision and the amount of the contract, is delegated to the appropriate Standing Committee.

Standing Committees and Council are prorogued during the period of October 1, 2002 to October 31, 2002. There are no meetings between the period of September 25, 2002 and November 19, 2002. During this period, there may be contract awards that will require approval. The delegation of authority to the Chief Administrative Officer is in the best interest of the City, as it allows the Administration to carry on the normal business of the City.

The Executive Policy Committee recommends:

I. That Council delegate, to the Chief Administrative Officer, the authority to approve the award of contracts that fall under the authority of the Standing Committees, during the period of September 25, 2002 to November 19, 2002.

II. That the Proper Officers of the City be authorized to do all things necessary to implement the foregoing.