

# INFORMATION NOTE

---

**Title:** Travel Report – Six Months Ended June 30, 2024

**Date Prepared:** September 19, 2024

**Report To:** **Committee of the Whole**

**Councillor and Role:** Councillor Ron Ellsworth, Finance

**Ward:** N/A

---

**Issue:** Travel Report for the Six Months Ended June 30, 2024

**Discussion – Background and Current Status:** In accordance with the City's commitment to conducting business in an open and transparent manner, the travel report and budget summary are presented for information as attached.

## **Key Considerations/Implications:**

1. Budget/Financial Implications:
  - Cost for travel is allocated through individual department/program budgets.
2. Partners or Other Stakeholders:
3. Alignment with Strategic Directions:

A Sustainable City: Be financially responsible and accountable.

An Effective City: Ensure accountability and good governance through transparent and open decision making.
4. Alignment with Adopted Plans:
5. Accessibility and Inclusion:
6. Legal or Policy Implications:
7. Privacy Implications:
8. Engagement and Communications Considerations:
9. Human Resource Implications:

The logo for St. John's, featuring the text "ST. JOHN'S" in a bold, serif font. The letter "O" is replaced by a stylized graphic of a signal tower or antenna.

10. Procurement Implications:

11. Information Technology Implications:

12. Other Implications:

**Conclusion/Next Steps:** This report is provided to Council for information purposes only.

**Report Approval Details**

Document Title:	Travel Report for the Six Months Ended June 30, 2024.docx
Attachments:	- Travel Report for the Six Months Ended June 30, 2024.pdf
Final Approval Date:	Sep 19, 2024

This report and all of its attachments were approved and signed as outlined below:

**No Signature - Task assigned to Derek Coffey was completed by workflow administrator  
Theresa Walsh**

**Derek Coffey - Sep 19, 2024 - 12:57 PM**