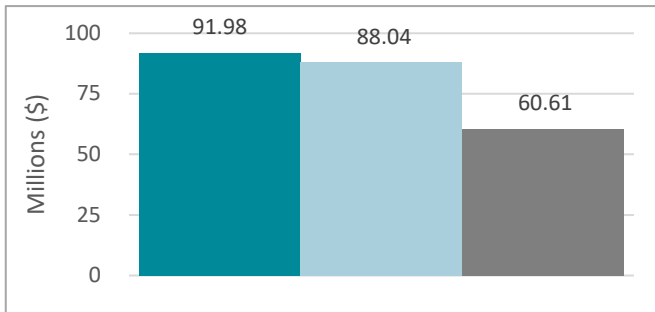
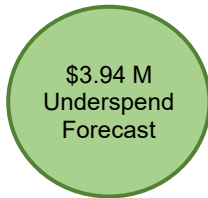


# EXECUTIVE FINANCIAL SUMMARY

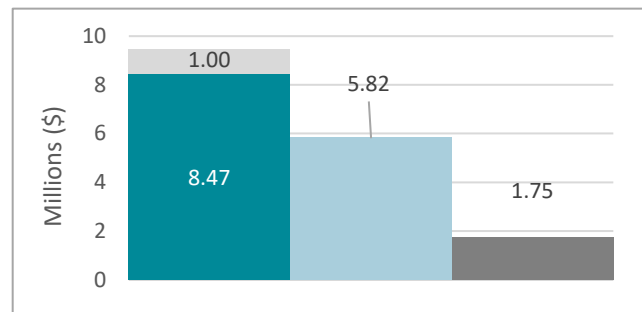
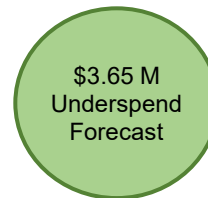
For the period ending December 31, 2022  
(Unaudited)



## Operating Expenses - Total

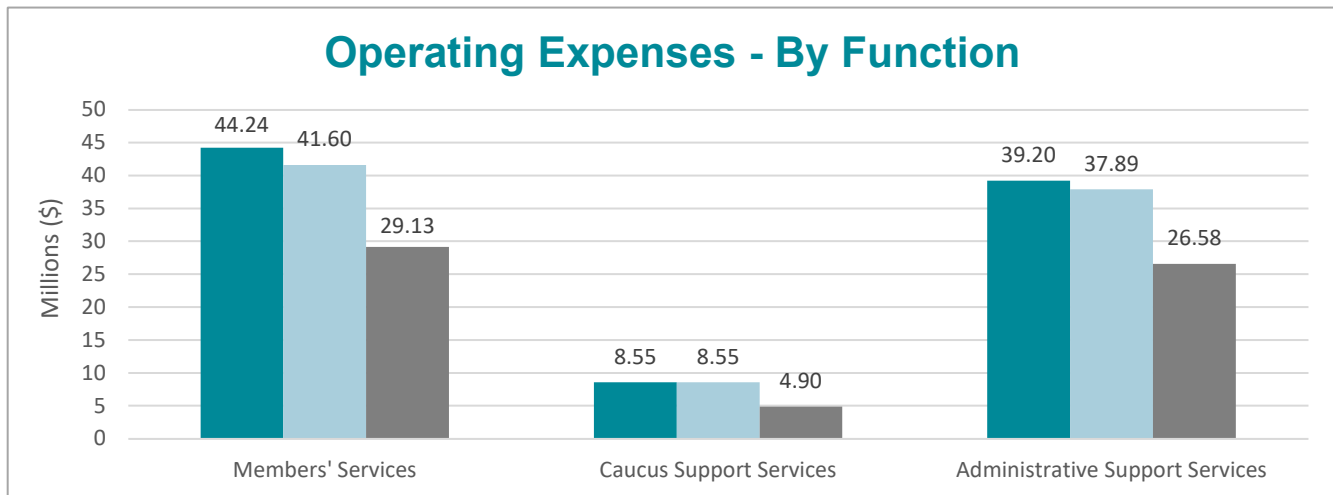


## Capital Expenses - Total



■ 2022/23 Budget ■ 2022/23 Forecast ■ 2022/23 Year to Date ■ Contingency Reserve

## Operating Expenses - By Function



### Members' Services:

Forecasting an underspend of \$2.63 million due to CO network refresh cost reclassification, CO lease underspend, lower than anticipated MLA salary inflation and travel, and unused contingencies.

### Caucus Support Services:

Forecasting that the \$8.55 million Caucus Support Services budget will be fully spent.

### Administrative Support Services:

Forecasting a \$1.31 million underspend for unused centralized contingencies, increased Dining Room and Gift Shop sales, and RWO professional services; partially offset by increased activity for Hansard Services and an overspend due to transition in leadership roles.

## 2022-23 Operating Expenditures by Function

Department	2022/23 Budget	2022/23 Forecast	Variance		2022/23 Actual YTD	
			\$	%		
<b>Members' Services</b>						
Members' Indemnities	20,536,000	18,780,628	1,755,372	8.5%	12,458,825	Note 1
Members' Constituency Support	22,197,000	21,573,211	623,789	2.8%	15,949,372	Note 2
Legislative Internship Program	469,000	465,382	3,618	0.8%	223,409	Note 3
Parliamentary Committees	750,000	516,735	233,265	31.1%	350,379	Note 4
Interparliamentary Relations	283,000	268,000	15,000	5.3%	145,207	Note 5
<b>Total</b>	<b>44,235,000</b>	<b>41,603,956</b>	<b>2,631,044</b>	<b>5.9%</b>	<b>29,127,192</b>	
<b>Caucus Support Services</b>						
Official Opposition Caucus	3,487,000	3,487,000	-	0.0%	1,903,803	
Government Caucus	4,332,000	4,332,000	-	0.0%	2,561,374	
Third Party Caucus	608,000	608,000	-	0.0%	412,738	
Independent(s)	122,000	122,000	-	0.0%	19,880	
<b>Total</b>	<b>8,549,000</b>	<b>8,549,000</b>	<b>-</b>	<b>0.0%</b>	<b>4,897,795</b>	
<b>Administrative Support Services</b>						
Respectful Workplace Office	250,000	8,000	242,000	96.8%	8,000	Note 6
Office of the Speaker	346,000	326,072	19,928	5.8%	213,510	Note 7
Office of the Clerk	1,943,000	1,943,000	-	0.0%	1,299,907	
Clerk of Committees	1,248,000	1,304,989	(56,989)	-4.6%	919,681	Note 8
<b>Legislative Operations</b>						
Legislative Documents	241,000	241,000	-	0.0%	133,235	
Financial Services	1,981,000	2,349,795	(368,795)	-18.6%	1,478,146	Note 9
Parliamentary Dining Room	524,000	471,416	52,584	10.0%	587,267	Note 10
Human Resource Operations	2,153,000	2,238,245	(85,245)	-4.0%	1,462,017	Note 11
Information Technology	5,831,000	5,869,271	(38,271)	-0.7%	4,300,484	Note 12
Parliamentary Education Office	1,595,000	1,447,519	147,481	9.2%	1,103,815	Note 13
Legislative Facility Services	3,872,000	3,810,455	61,545	1.6%	2,738,262	Note 14
General Centralized Expenses	4,334,000	2,883,123	1,450,877	33.5%	1,847,933	Note 15
Capital Planning & Development	1,074,000	743,470	330,530	30.8%	378,116	Note 16
Digital Information Office	613,000	631,270	(18,270)	-3.0%	411,197	Note 17
Sergeant-at-Arms	6,476,000	6,490,813	(14,813)	-0.2%	4,441,139	Note 18
Hansard Services	4,312,000	4,678,662	(366,662)	-8.5%	3,548,750	Note 19
Legislative Library	2,406,000	2,452,412	(46,412)	-1.9%	1,713,069	Note 20
<b>Total</b>	<b>39,199,000</b>	<b>37,889,513</b>	<b>1,309,487</b>	<b>3.3%</b>	<b>26,584,528</b>	
<b>Grand Total</b>						
	<b>91,983,000</b>	<b>88,042,469</b>	<b>3,940,531</b>	<b>4.3%</b>	<b>60,609,515</b>	

exceeds budget by 5% or more  
exceeds budget by less than 5%

# Variance Analysis

## Members' Services

\$2.63 M

5.9%

**Note 1:** Projected underspend in salaries and benefits (\$754 thousand) due to lower than anticipated benefits utilization and salary inflation, reduced cell phone costs (\$53 thousand), underutilization (\$154 thousand) and reclassification as capital (\$431 thousand) of the Constituency Office (CO) network costs, and MLA travel costs (\$363 thousand).

**Note 2:** Underspend anticipated in underutilized employee benefits (\$123 thousand), information systems (\$24 thousand), CO leases and security contingency (\$187 thousand), CO allowance vacancies and inflation adjustments (\$186 thousand), travel allowance (\$22 thousand), and unused contingencies (\$100 thousand); partially offset by overspend for Remembrance Day wreath purchases (\$13 thousand) and anticipated overspend for insurance (\$5 thousand).

**Note 3:** Projected underspend in employee travel (\$20 thousand) as a result of not attending constituency weeks in March; partially offset by anticipated overspend (\$16 thousand) as a result of the new compensation structure impacting the Legislative Internship program during budget finalization.

**Note 4:** Anticipated underspend in employee (\$33 thousand) and Member (\$71 thousand) travel due to less in-person committee meetings, professional services (\$126 thousand) not needed, and office and business expenses (\$5 thousand); partially offset by unanticipated legal costs (\$1 thousand).

**Note 5:** Projected underspend in employee travel (\$5 thousand) and Members' travel (\$20 thousand) as a result of reduced attendance at parliamentary conferences and lower than anticipated travel expenses; partially offset by additional expenses incurred (\$10 thousand) for Parliamentary Roll signing event and by-election oath ceremony costs.

## Caucus Support Services

\$0.00 M

0%

Each of the caucuses and the Independent Member are currently forecasting to fully spend their allocated budgets.

\*\*Administrative Support Services variance analysis continues on the next page.

# Variance Analysis

## Administrative Support Services

\$1.31 M

3.3%

**Note 6:** There are no further costs anticipated for this fiscal year.

**Note 7:** The use of professional services for this fiscal year is not anticipated at this time.

**Note 8:** Anticipated overspend in salaries and benefits (\$67 thousand) and professional services (\$2 thousand); partially offset by projected underspend in employee travel (\$6 thousand) and office and business expenses (\$6 thousand).

**Note 9:** Projected overspend due to transition in leadership roles.

**Note 10:** Forecasted underspend in employee travel (\$1 thousand) and anticipated increase in Dining Room sales (\$210 thousand); partially offset by overspend in salaries and benefits (\$54 thousand) as a result of additional overtime and salary continuation for a retired employee, and anticipated overspend in office and business expenses (\$9 thousand) and utilities, materials and supplies (\$95 thousand) due to increased sales and costs.

**Note 11:** Projected overspend in salaries and benefits (\$18 thousand) due to mid-cycle approvals funded through central contingency funds, and professional services (\$189 thousand) to supplement employee shortages with temporary secondments and contractors (acting CHRO); partially offset by projected underspend in employee travel (\$15 thousand), information systems (\$16 thousand), office and business expenses (\$6 thousand) and unused legal fees (\$85 thousand).

**Note 12:** Anticipated overspend in salaries and benefits (\$115 thousand) due to a mid-cycle approval funded through central contingency funds and labour for printing managed in-house, and information systems (\$29 thousand); partially offset by projected underspend in professional services (\$11 thousand) and office and business expenses (\$95 thousand) related to the printing change to in-house labour.

**Note 13:** Anticipated underspend in salaries and benefits (\$109 thousand) due to temporary vacancies, operating expenses (\$13 thousand), and higher than budgeted sales forecast for the Gift Shop (\$102 thousand); partially offset by projected increased costs (\$77 thousand) for Gift Shop inventory.

**Note 14:** Forecasted underspend in salaries and benefits (\$42 thousand), operating expenses (\$106 thousand) due to supply chain challenges and inability to find available contractors to perform work when the House isn't sitting, and increased revenue (\$2 thousand) in facility rentals; partially offset by increase to professional services (\$89 thousand) related to the unbudgeted space planning and design project which has contingency amounts set aside in General Centralized Expenses.

**Note 15:** Anticipated underspend as a result of unused centralized contingencies (\$600 thousand), lower than anticipated amortization (\$841 thousand), and forecasted underspend in grants (\$10 thousand).

**Note 16:** Projected underspend in salaries and benefits (\$235 thousand) as a result of temporary vacancies, contracted Director position and a position transferred to the Digital Information Office, employee travel (\$1 thousand), operating expenses (\$78 thousand) and legal costs (\$16 thousand).

**Note 17:** Anticipated overspend in salaries and benefits (\$22 thousand) due to a position transferring from Capital Planning and Development and temporary increase to duties; partially offset by forecasted underspend in office and business expenses (\$4 thousand).

**Note 18:** Forecasted overspend in professional services (\$161 thousand) due to a reallocation of salary budget for the Senior Advisor position, and information systems (\$10 thousand); partially offset by anticipated underspend in salaries and benefits (\$139 thousand) as a result of the Senior Advisor position and temporary vacancies, and employee travel (\$17 thousand).

**Note 19:** Forecasted overspend in salaries and benefits (\$407 thousand) as a result of increased committee activity; partially offset by a projected underspend in operating expenses (\$41 thousand).

**Note 20:** Projected overspend in salaries and benefits (\$69 thousand) and professional services (\$7 thousand); partially offset by anticipated underspend in employee travel (\$6 thousand), information systems (\$10 thousand) and office and business expenses (\$14 thousand).

## 2022-23 Capital Expenditures by Function

	2022/23	2022/23	Variance		2022/23 Actual	
	Budget	Forecast	\$	%	YTD	
Members' Services	-	-	-	-	-	
Caucus Support Services	115,367	115,367	-	0.0%	25,966	
<b>Administrative Support Services</b>						
Legislative Operations	8,290,321	4,953,353	3,336,968	40.3%	1,455,420	Note 21
Sergeant-at-Arms	330,312	182,992	147,320	44.6%	82,977	Note 22
Hansard Services	737,000	563,981	173,019	23.5%	188,481	Note 23
	<b>9,357,633</b>	<b>5,700,326</b>	<b>3,657,307</b>	<b>39.1%</b>	<b>1,726,878</b>	
<b>Total</b>	<b>9,473,000</b>	<b>5,815,693</b>	<b>3,657,307</b>	<b>38.6%</b>	<b>1,752,843</b>	

**Note 21:** Projected underspend due to: 1) anticipated underspend in Legislative Facility Services for organization-wide office furniture and operating equipment contingencies (\$26 thousand) and the fire alarm upgrade (\$15 thousand); 2) forecasted underspend in Capital Planning and Development due to project delays or not moving forward as a result of staffing capacity and market conditions (\$3,320 thousand). Projects have been re-prioritized and revised forecast accounts for timeline slippage.; 3) anticipated underspend in Parliamentary Dining Room for the dishwasher replacement (\$4 thousand); 4) projected underspend in Human Resource Operations for gym equipment (\$1 thousand) and cell phone replacements (\$3 thousand); 5) anticipated underspend in Information Technology related to the precinct Wi-Fi upgrade (\$102 thousand), CO fit-ups (\$20 thousand) and website redevelopment (\$25 thousand); which will be utilized to offset projected overspends in the CO network refresh (\$70 thousand), the infrastructure life cycle program (\$31 thousand) and the workstation refresh program (\$16 thousand); and 6) projected overspend (\$62 thousand) in General Centralized Expenses related to contingencies from Legislative Operations set aside for Sergeant-at-Arms.

**Note 22:** Anticipated underspend due to the purchase of the dispatch system upgrades (\$52 thousand) and CERT suits (\$36 thousand) in the prior fiscal year, reclassification of CREST radios as operational expenses (\$44 thousand), and unused contingency (\$20 thousand) for security and training equipment; partially offset by forecasted overspend in ballistic vests (\$5 thousand) due to high transition of staff.

**Note 23:** Underspend forecasted due to project delays or projects not moving forward. Project approval forms are in progress to have unused funds allocated to other projects within Hansard Services.

**For more information regarding this update please contact:**

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