

# EXECUTIVE FINANCIAL SUMMARY

For the period ending December 31, 2019  
(Unaudited)

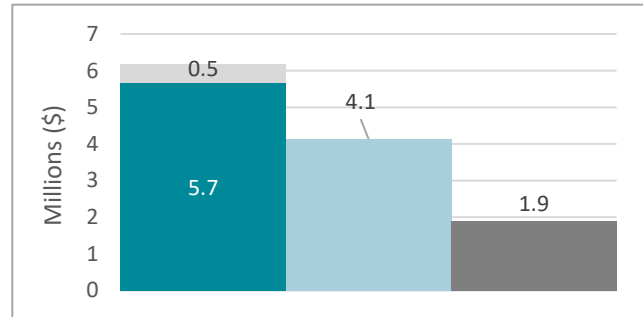
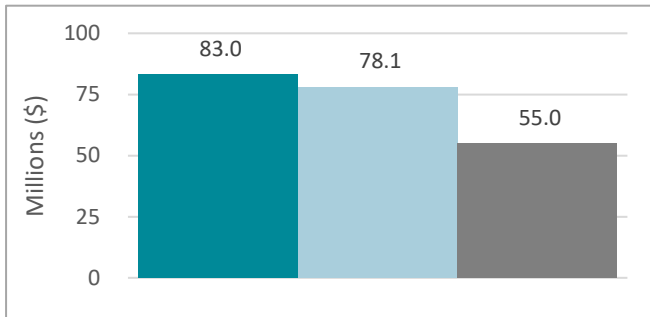


## Operating Expenses - Total

\$4.9 M  
Underspend  
Forecast

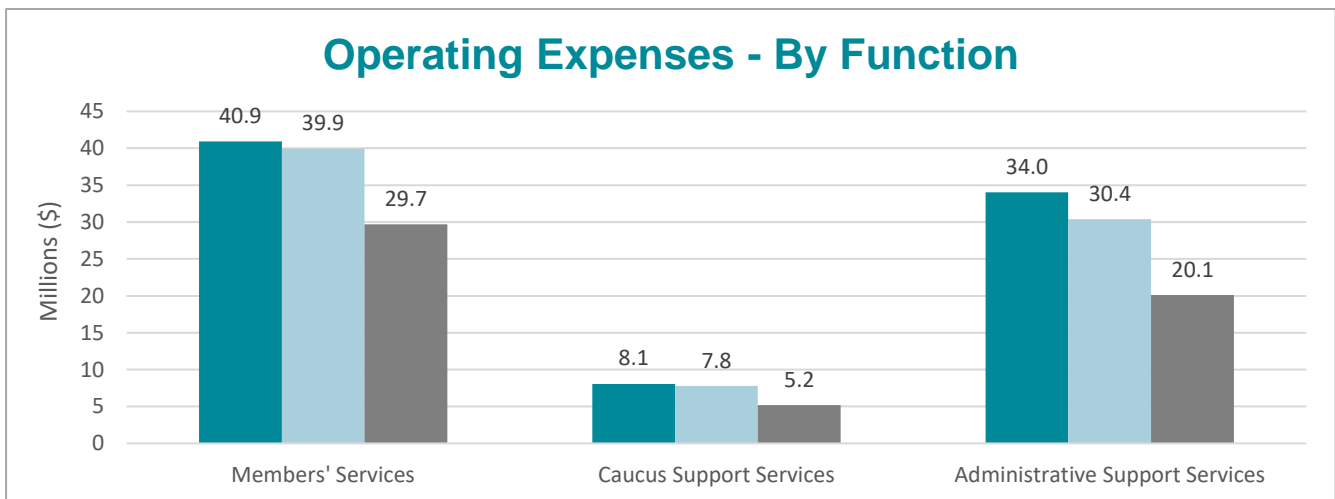
## Capital Expenses - Total

\$2.0 M  
Underspend  
Forecast



■ 2019/20 Budget ■ 2019/20 Forecast ■ 2019/20 Year to Date ■ Contingency Reserve

## Operating Expenses - By Function



**Members' Services:** Forecasting to underspend by \$1.0 million due to lower than expected salaries and benefits, MLA travel, phone, printing, legal, and constituency lease costs.

**Caucus Support Services:** Forecasting to underspend by \$0.3 million due to unfilled vacancies.

**Administrative Support Services:** Forecasting to underspend by \$3.6 million, as a result of lower than anticipated operational and salary costs in the Legislative Operations.

## 2019-20 Operating Expenditures by Function

Department	2019/20 Budget	2019/20 Forecast	Variance		2019/20 Actual YTD	
			\$	%		
<b>Members' Services</b>						
Members' Indemnities	18,815,000	17,394,366	1,420,634	7.6%	12,583,746	Note 1
Members' CO Support	20,130,000	19,875,455	254,545	1.3%	15,064,677	Note 2
Legislative Internship Program	465,000	465,000	-	0.0%	243,010	
Parliamentary Committees	1,159,000	1,857,555	(698,555)	-60.3%	1,670,055	Note 3
Interparliamentary Relations	350,000	335,000	15,000	4.3%	130,314	Note 4
<b>Total</b>	<b>40,919,000</b>	<b>39,927,376</b>	<b>991,624</b>	<b>2.4%</b>	<b>29,691,802</b>	
<b>Caucus Support Services</b>						
Official Opposition Caucus	4,608,000	4,306,710	301,290	6.5%	3,110,719	Note 5
Government Caucus	2,832,000	2,832,000	-	0.0%	1,641,647	
Third Party Caucus	633,000	633,000	-	0.0%	418,821	
<b>Total</b>	<b>8,073,000</b>	<b>7,771,710</b>	<b>301,290</b>	<b>3.7%</b>	<b>5,171,187</b>	
<b>Administrative Support Services</b>						
Office of the Speaker *	503,172	471,933	31,239	6.2%	317,963	Note 6
Office of the Clerk	1,032,000	1,022,500	9,500	0.9%	623,566	Note 7
Clerk of Committees	962,000	884,507	77,493	8.1%	648,167	Note 8
<b>Legislative Operations</b>						
Legislative Documents	322,000	322,000	-	0.0%	68,298	
Executive Financial Officer	446,000	396,773	49,227	11.0%	202,203	Note 9
Financial Services	1,357,000	1,185,297	171,703	12.7%	822,745	Note 10
Parliamentary Dining Room	631,000	516,919	114,082	18.1%	319,189	Note 11
Human Resource Operations	1,246,000	1,153,909	92,091	7.4%	761,099	Note 12
Information Technology	2,824,000	2,499,732	324,268	11.5%	1,908,536	Note 13
Parliamentary Education Office	1,612,000	1,314,430	297,570	18.5%	995,257	Note 14
Legislative Facility Services	3,952,000	3,576,980	375,020	9.5%	2,462,059	Note 15
General Centralized Expenses	4,716,828	3,975,222	741,606	15.7%	1,821,618	Note 16
Capital Planning & Development	1,597,000	877,873	719,127	45.0%	298,273	Note 17
Digital Information Office	196,000	134,131	61,869	31.6%	73,785	Note 8
Sergeant-at-Arms	6,227,000	6,133,824	93,176	1.5%	4,440,074	Note 18
Hansard Services	4,026,000	3,814,204	211,796	5.3%	2,832,242	Note 19
Legislative Library	2,373,000	2,092,381	280,619	11.8%	1,522,228	Note 8
<b>Total</b>	<b>34,023,000</b>	<b>30,372,612</b>	<b>3,650,388</b>	<b>10.7%</b>	<b>20,117,300</b>	
<b>Grand Total</b>	<b>83,015,000</b>	<b>78,071,698</b>	<b>4,943,302</b>	<b>6.0%</b>	<b>54,980,288</b>	

\* Budget for the Office of the Speaker was increased by \$49 thousand as per LAMC approval on April 9, 2019. This allocation was funded from the contingency funds in the central budget within Legislative Operations, and as a result that budget was reduced by the same amount.

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

# Variance Analysis

## Members' Services

\$1.0 M 2%

**Note 1: (\$1.4M under)** MLA salary and benefit costs (\$850 thousand) are lower as a result of fewer than budgeted MLAs with additional salaried positions. Travel contingency funds (\$166 thousand) and smart phone costs and contingency (\$60 thousand) not expected to be used at this time. Remainder is result of lower than expected Capital City Living Allowance (\$217 thousand) and legal expenses (\$125 thousand).

**Note 2: (\$255K under)** The amount reflects contingency funds for lease costs not expected to be used.

**Note 3: (\$699K over)** Projecting to overspend as a result of approved unbudgeted LAMC costs (\$625 thousand, of which \$525 thousand was for a settlement payment to the former Representative for Children and Youth and \$100 thousand was related to the Special investigation by Justice McLachlin); legal expenses (\$118 thousand), and higher than anticipated costs related to the work of the Special Committee to Review the Police Complaint Process and its audit of the police complaint process (\$100 thousand) and Children and Youth Consultation (\$44 thousand). These costs are offset by savings in salary and benefits as result of staff vacancies.

**Note 4: (\$15K under)** Projecting lower than budgeted Member inter-Parliamentary travel expenses.

## Caucus Support Services

\$0.3 M 4%

**Note 5:** Lower than expected salaries, travel, and office and business expenses.

## Administrative Support Services

\$3.6 M 11%

**Note 6:** Projecting to underspend on professional services, legal fees, and unused grants.

As of December 31, 2019, the Office of the Speaker has incurred an additional \$174 thousand in legal costs. This expenditure was charged to the General Centralized Expenses budget.

**Note 7:** Savings from the vacancy for the Clerk of the House position, reduced professional services, information systems costs and legal fees have offset the Parliamentary Counsel position costs.

**Note 8:** Lower than expected salaries and benefits due to staff vacancies, and reduced operating costs.

**Note 9:** Lower than expected travel, professional services-operating and information system costs.

**Note 10:** Lower than anticipated employee travel, employee salary and benefits, information systems, and office and business expenses.

**Note 11:** Lower than expected salary and benefit costs and higher than projected sales.

**Note 12:** Lower than expected benefit costs, and operating costs as a result of a change in strategy with regards to the payroll system. Savings offset by additional unbudgeted legal expenditures (\$53 thousand).

**Note 13:** Lower than expected salary and benefits, information systems, and office and business expenses.

**Note 14:** Lower than expected salary and benefits, business expenses and inventory costs. Higher than projected Gift Shop sales.

**Note 15:** Unused contingencies, lower than expected salaries and benefits and consulting costs.

**Note 16:** Balance represents remaining contingency funds not expected to be used, and lower than expected amortization costs.

**Note 17:** Delay in operational spending for planned projects and lower than expected salary and benefit costs due to staff vacancies.

**Note 18:** Cost savings in various areas to offset salary increase for Protective Services staff.

**Note 19:** Increased House sitting hours led to additional salary and benefit costs due to the use of Committee of Supply, Section C and unexpected summer Parliamentary committee consultations (\$57 thousand), offset in savings due to vacancies and less overtime in Broadcasting and Administration Services (\$106 thousand), and operational expenditures (\$162 thousand).

## 2019-20 Capital Expenditures by Function

	2019/20 Budget	2019/20 Forecast	Variance		2019/20 Actual YTD	
			\$	%		
Members' Services	-	-	-	-	-	
Caucus Support Services	75,000	52,115	22,885	30.5%	12,080	Note 20
<b>Administrative Support Services</b>						
Office of the Clerk	10,000	10,000	-	0.0%	-	
Clerk of Committees	9,000	9,000	-	0.0%	-	
Legislative Operations	5,628,000	3,573,910	2,054,090	36.5%	1,575,772	Note 21
Sergeant-at-Arms	60,000	46,416	13,584	22.6%	14,416	Note 22
Hansard Services	389,000	439,867	(50,867)	-13.1%	303,239	Note 23
Legislative Library	3,000	-	3,000	100.0%	-	Note 24
	<b>6,099,000</b>	<b>4,079,193</b>	<b>2,019,807</b>	<b>33.1%</b>	<b>1,893,427</b>	
<b>Total</b>	<b>6,174,000</b>	<b>4,131,308</b>	<b>2,042,692</b>	<b>33.1%</b>	<b>1,905,507</b>	

**Note 20:** Savings represent funds for the purchase of office furniture that are not expected to be used.

**Note 21:** Variance represents: 1) Anticipated delay in projects planned for completion in Fiscal 19/20 in the Capital Planning and Development (\$1,353 thousand) and Facility Services (\$20 thousand), 2) Postponement of the HR and Payroll System (\$200 thousand) and the Procurement and Contract Management (\$25 thousand), 3) Parliamentary Education Office Tour Booking Registration System (\$28 thousand) did not meet criteria for capitalization, 4) Central contingency funds (\$376 thousand) and Dining Room equipment contingencies (\$46 thousand) not expected to be used at this time.

**Note 22:** Savings represent funds for the purchase of office furniture and equipment (\$10 thousand) and specialized equipment (\$4 thousand) that are not expected to be used.

**Note 23:** Additional funding required for the House Sound Project started in Fiscal 18/19. Funds in the Central contingency budget (Legislative Operations) have been set aside for this project if there are no savings at the department level at year-end to cover these additional costs.

**Note 24:** Savings from capital funds for the purchase of the library book trucks that are not expected to be used. Purchased using operating funds as the purchase did not meet the threshold for capitalization.

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

**Hilary Woodward, CPA, CA**  
 Executive Financial Officer  
 250.356.6590  
 Hilary.Woodward@leg.bc.ca