

MINUTES

FINANCE AND AUDIT COMMITTEE

Thursday, February 26, 2015

4:00 p.m.

Cedar Room (Room 241)

Parliament Buildings, Victoria



Members Present: Hon. Linda Reid, Speaker and Chair; Jackie Tegart, MLA Government Caucus Chair; Shane Simpson, MLA and Official Opposition Caucus Chair; Craig James, Clerk of the House.

Others in attendance: Douglas Horne, MLA and Deputy Speaker; Eric Foster, MLA; Kate Ryan-Lloyd, Deputy Clerk and Clerk of Committees; Gary Lenz, Sergeant-at-Arms; Hilary Woodward, Executive Financial Officer; Jon Harding, Director, Financial Services; Diana Nethercott, Executive Assistant, Office of the Speaker.

1. The Chair called the Committee to order at 4:00 p.m.
2. **Resolved**, that the Committee adopt the agenda as presented. (Jackie Tegart, MLA)
3. **Resolved**, that the Committee adopt the minutes of February 16, 2015 as circulated. (Shane Simpson, MLA)
4. The following documents were distributed to the Committee:
 - *Front Entrance Security Project: Planning Costs and Public Accessibility* (for future consideration and review)
 - *B.C. Security Assessment and Review* (for information purposes only)
5. Under consideration of the Health, Safety and Accessibility of the Parliamentary Precinct, the Speaker noted a discussion regarding installation of automated door openers would be held later in the meeting in conjunction with a capital projects update.
6. The Executive Financial Officer provided the Committee with an update on timing options for Members' review of travel and constituency office receipts prior to disclosure. Members will be provided with sufficient time to review receipts prior to disclosure, including provision of written guidance on how to effectively review redacted receipt reports prepared for release.

The Committee noted the estimated annual cost of the receipt disclosure process was \$150,000.

Resolved, that March 13 would be the deadline for Members to communicate any errors or concerns with draft individual Member reports with receipts with a planned release date of during the week of March 23, 2015. (Shane Simpson, MLA)
7. **Resolved**, that the Committee adopt the circulated *Receipt Redacting and Online Posting Guide*. (Shane Simpson, MLA)
8. The Sergeant-at-Arms provided the Committee with a brief update on the steam plant. The Committee agreed that arrangements to secure ongoing steam services need to be re-assessed in light of changing plant services and potential future partnerships.

9. The Deputy Speaker informed the Committee that preliminary discussions have taken place with the federal government regarding a project to restore the centotaph; a federal grant may be available. The restoration project is expected to begin by January 2016 with targeted completion by summer 2016. The Legislative Assembly will cover initial project costs and seek confirmation of the level of federal assistance.
10. The Speaker distributed a copy of a draft respectful workplace policy to apply to Members and caucus staff. Consideration and discussion of the draft policy will be included on the March 12, 2015 meeting agenda, following preliminary review by caucuses as well as by female Members.
11. The Committee considered the 2014/15 capital projects requests. The Committee discussed a proposal to recommend to the Legislative Assembly Management Committee a revision to its May 6, 2013 motion. The proposed modification would permit the Finance and Audit Committee to approve revisions to projected project costs up to a maximum of \$10,000 over the initial capital project estimate. Consideration of this proposal will continue at the March 12, 2015 meeting.

Resolved, that the Committee approve the purchase of three replacement security cameras for key locations on the precinct property at an estimated cost of \$24,900. (Shane Simpson, MLA)

12. The Deputy Speaker identified a further set of proposed accessibility and space-related capital projects to be completed prior to March 31, 2015.

Resolved, that the Members' telephone room in the Speaker's corridor be converted to a meeting room; estimated project cost is up to \$12,000. (Shane Simpson, MLA)

Resolved, that up to three ministerial suites be renovated with accessible washroom facilities; total estimated cost for three offices is up to \$4,500. As ministerial offices are within Executive Council space, it was noted that the recommendation to proceed will require approval from the Executive branch. (Shane Simpson, MLA)

Resolved, that the Oak Committee Room chairs should be refurbished or replaced; estimated cost up to \$24,000. (Jackie Tegart, MLA)

Resolved, that automated door opener devices be installed on up to 38 doors throughout the Parliament Buildings at an estimated installed cost of \$3,500 per door for a total project cost of up to \$146,000. The installation of the proposed automated door openers should proceed on a priority basis with openers to be installed on priority basis: first all Committee room doors, followed by the Office of the Speaker doors and other identified key locations. Due to the overall project cost, it was noted that the recommendation to proceed with this capital project will require approval from the Legislative Assembly Management Committee. (Jackie Tegart, MLA)

13. It was agreed that the Finance and Audit Committee would convey the above recommendation regarding automated door opener devices to the Legislative Assembly Management Committee, and further that in order to expedite the installation, written approval to proceed by each Member of Legislative Assembly Management Committee would be requested.
14. The Committee adjourned to the call of the Chair at 5:22 p.m.