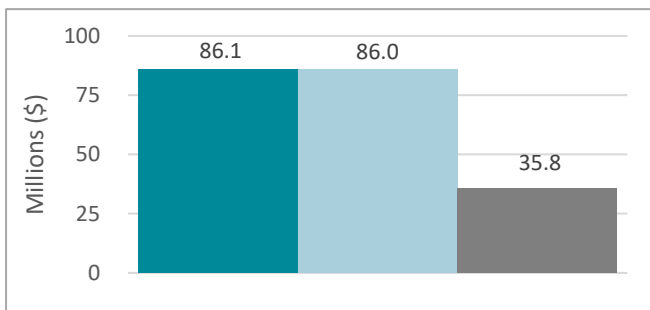
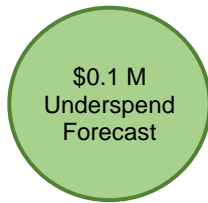


# EXECUTIVE FINANCIAL SUMMARY

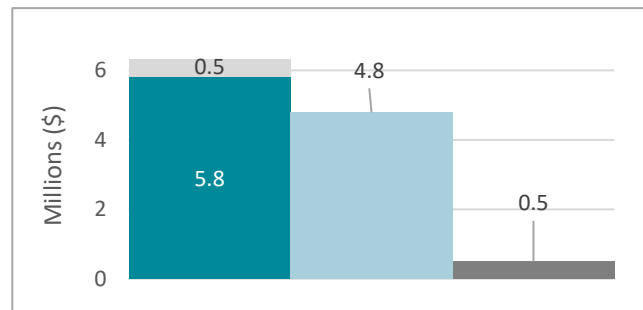
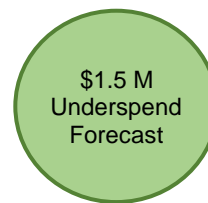
For the period ending September 30, 2021  
(Unaudited)



## Operating Expenses - Total

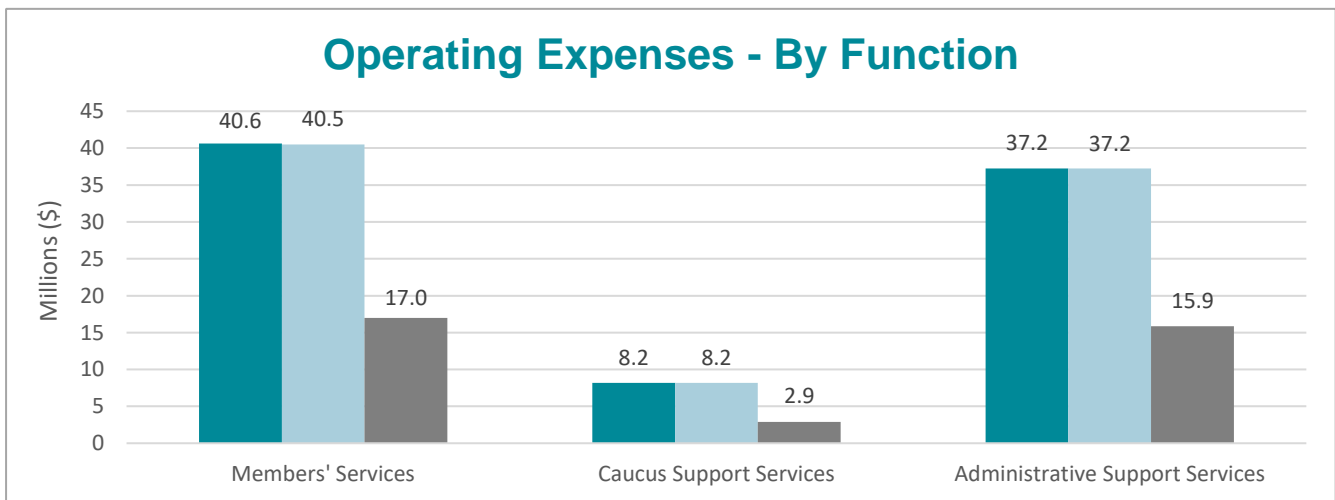


## Capital Expenses - Total



■ 2021/22 Budget ■ 2021/22 Forecast ■ 2021/22 Year to Date ■ Contingency Reserve

## Operating Expenses - By Function



### Members' Services:

Forecasting a projected underspend of \$144 thousand in Members' Services due to anticipated savings in Member salaries and benefits and Parliamentary committee advertising; partially offset by constituency office lease costs.

### Caucus Support Services:

Forecasting that the \$8.2 million Caucus Support Services budget will be fully spent.

### Administrative Support Services:

Forecasting a projected overspend of \$16 thousand as a result of increased professional service expenses, partially offset by anticipated savings in staff salaries and benefits and operational expenses.

## 2021-22 Operating Expenditures by Function

| Department                             | 2021/22<br>Budget | 2021/22<br>Forecast | Variance        |             | 2021/22 Actual<br>YTD |         |
|--|-------------------|---------------------|-----------------|-------------|-----------------------|---------|
|  |                   |                     | \$              | %           |                       |         |
| <b>Members' Services</b>               |                   |                     |                 |             |                       |         |
| Members' Indemnities                   | 18,335,000        | 18,055,867          | 279,133         | 1.5%        | 6,536,833             | Note 1  |
| Members' Constituency Support          | 21,089,000        | 21,383,999          | (294,999)       | -1.4%       | 10,156,618            | Note 2  |
| Legislative Internship Program         | 457,000           | 457,000             | -               | 0.0%        | 181,227               |         |
| Parliamentary Committees               | 640,000           | 495,303             | 144,697         | 22.6%       | 73,308                | Note 3  |
| Interparliamentary Relations           | 123,000           | 108,000             | 15,000          | 12.2%       | 28,550                | Note 4  |
| <b>Total</b>                           | <b>40,644,000</b> | <b>40,500,169</b>   | <b>143,831</b>  | <b>0.4%</b> | <b>16,976,535</b>     |         |
| <b>Caucus Support Services</b>         |                   |                     |                 |             |                       |         |
| Official Opposition Caucus             | 3,401,000         | 3,401,000           | -               | 0.0%        | 1,352,569             |         |
| Government Caucus                      | 4,241,000         | 4,241,000           | -               | 0.0%        | 1,315,537             |         |
| Third Party Caucus                     | 548,000           | 548,000             | -               | 0.0%        | 245,072               |         |
| Independent(s)                         | -                 | -                   | -               |             | -                     |         |
| <b>Total</b>                           | <b>8,190,000</b>  | <b>8,190,000</b>    | <b>-</b>        | <b>0.0%</b> | <b>2,913,178</b>      |         |
| <b>Administrative Support Services</b> |                   |                     |                 |             |                       |         |
| Respectful Workplace Office            | 250,000           | 250,000             | -               | 0.0%        | 18,120                |         |
| Office of the Speaker                  | 425,000           | 406,200             | 18,800          | 4.4%        | 113,965               | Note 5  |
| Office of the Clerk                    | 1,438,000         | 1,554,000           | (116,000)       | -8.1%       | 665,485               | Note 6  |
| Clerk of Committees                    | 1,393,000         | 1,377,323           | 15,677          | 1.1%        | 556,330               | Note 7  |
| <b>Legislative Operations</b>          |                   |                     |                 |             |                       |         |
| Legislative Documents                  | 245,000           | 245,000             | -               | 0.0%        | 44,160                |         |
| Executive Financial Officer            | 464,000           | 464,000             | -               | 0.0%        | 164,881               |         |
| Financial Services                     | 1,443,000         | 1,443,000           | -               | 0.0%        | 611,610               |         |
| Parliamentary Dining Room              | 588,000           | 332,064             | 255,936         | 43.5%       | 201,250               | Note 8  |
| Human Resource Operations              | 1,730,000         | 1,759,074           | (29,074)        | -1.7%       | 775,627               | Note 9  |
| Information Technology                 | 5,661,000         | 7,986,802           | (2,325,802)     | -41.1%      | 3,318,968             | Note 10 |
| Parliamentary Education Office         | 1,425,000         | 1,444,235           | (19,235)        | -1.3%       | 639,760               | Note 11 |
| Legislative Facility Services          | 3,775,000         | 3,556,342           | 218,658         | 5.8%        | 1,603,184             | Note 12 |
| General Centralized Expenses           | 3,746,000         | 2,821,182           | 924,818         | 24.7%       | 1,219,660             | Note 13 |
| Capital Planning & Development         | 1,329,000         | 834,065             | 494,935         | 37.2%       | 165,965               | Note 14 |
| Digital Information Office             | 670,000           | 561,044             | 108,956         | 16.3%       | 213,945               | Note 15 |
| Sergeant-at-Arms                       | 6,380,000         | 5,878,839           | 501,161         | 7.9%        | 2,460,712             | Note 16 |
| Hansard Services                       | 3,967,000         | 4,041,106           | (74,106)        | -1.9%       | 2,068,026             | Note 17 |
| Legislative Library                    | 2,299,000         | 2,289,345           | 9,655           | 0.4%        | 1,028,949             | Note 18 |
| <b>Total</b>                           | <b>37,228,000</b> | <b>37,243,621</b>   | <b>(15,621)</b> | <b>0.0%</b> | <b>15,870,594</b>     |         |
| <b>Grand Total</b>                     | <b>86,062,000</b> | <b>85,933,790</b>   | <b>128,210</b>  | <b>0.1%</b> | <b>35,760,307</b>     |         |

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

# Variance Analysis

## Members' Services

\$0.1 M 0.4%

**Note 1:** Savings anticipated in Member benefits (\$163 thousand), salaries (\$21 thousand), information systems (\$24 thousand) and transitional assistance (\$71 thousand).

**Note 2:** Projected overspend (\$392 thousand) as a result of new lease agreements at higher rates and tenant improvement costs following the 2020 election, partially offset by saving in benefits (\$74 thousand) and internet charges ((\$23 thousand) due to contract negotiations with provider.

**Note 3:** Projected underspend due to lower than anticipated advertising (\$110 thousand) for three committees, and a reduction in legal costs (\$35 thousand) being anticipated.

**Note 4:** Projected underspend due to reduced staff travel (\$5 thousand) to support Members for two planned conferences that were not held in person, and lower than anticipated office and business expenses (\$10 thousand).

## Caucus Support Services

\$0.0 M 0%

Each of the caucuses is currently forecasting to fully spend their allocated budgets.

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

# Variance Analysis

## Administrative Support Services

\$0.0 M 0.0%

**Note 5:** Savings anticipated in professional services (\$20 thousand), partially offset by projected overspend in supplementary salary costs (\$1 thousand).

**Note 6:** Projected overspend due to new Legal Counsel position approved midyear by LAMC (\$66 thousand) and greater than anticipated legal costs (\$50 thousand).

**Note 7:** Anticipated savings in information systems (\$4 thousand) and office and business expenses (\$12 thousand).

**Note 8:** Projected savings in salaries (\$176 thousand) due to COVID-19 restrictions in the first quarter, and higher than anticipated dining room revenues (\$116 thousand) with the reduction of COVID-19 restrictions; partially offset by increased materials and supplies (\$36 thousand).

**Note 9:** Forecasted overspend in legal expenses (\$39 thousand), partially offset by anticipated savings in salaries and benefits (\$10 thousand).

**Note 10:** Additional unbudgeted professional service costs (\$2,467 thousand) related to agreement extensions, Microsoft support prepaid costs from FY21, and unplanned projects; partially offset by anticipated savings in salaries and benefits (\$141 thousand) due to temporary vacancies and contingency amounts set aside in General Centralized Expenses.

**Note 11:** Projected overspend in supplementary salary costs (\$17 thousand) for maternity leaves and purchase of an applicant tracking system in FY21 resulting in unanticipated costs for services that extended into the current fiscal year (\$2 thousand).

**Note 12:** Projecting to underspend on salary and benefit costs (\$54 thousand) due to vacancies and lower than anticipated operating expenses (\$162 thousand), and decreased revenue (\$2 thousand) in facility rentals.

**Note 13:** Contingency amounts, including savings from the staff compensation project, have been set aside to offset anticipated unbudgeted costs in other departments. Additional savings from centralized funding for planned enterprise risk project consulting and centralized procurement review offset the projected overspend in amortization expense (\$325 thousand).

**Note 14:** Savings anticipated in salary and benefit costs (\$107 thousand) due to a temporary vacancy; professional services (\$272 thousand) and utilities, materials and supplies (\$116 thousand) due to delayed projects.

**Note 15:** Underspend projected for salaries and benefit costs (\$64 thousand) and professional services (\$45 thousand) with the Electronic Records Management System (ERMS) implementation delayed to next fiscal year.

**Note 16:** Underspend projected for salaries and benefit costs (\$481 thousand) due to vacant positions; and operating costs (\$20 thousand).

**Note 17:** Anticipated overspend in salaries and benefits costs (\$113 thousand) due to increased committee activity, partially offset by savings in operating expenses (\$40 thousand).

**Note 18:** Savings anticipated in salary and benefit costs (\$10 thousand) due to temporary vacancies.

## 2021-22 Capital Expenditures by Function

|  | 2021/22<br>Budget | 2021/22<br>Forecast | Variance         |              | 2021/22 Actual<br>YTD |         |
|--|-------------------|---------------------|------------------|--------------|-----------------------|---------|
|  |                   |                     | \$               | %            |                       |         |
| Members' Services                      | -                 | -                   | -                | -            | -                     |         |
| Caucus Support Services                | 115,000           | 98,372              | 16,628           | 14.5%        | 1,424                 | Note 19 |
| <b>Administrative Support Services</b> |                   |                     |                  |              |                       |         |
| Legislative Operations                 | 5,420,000         | 3,953,284           | 1,466,716        | 27.1%        | 416,717               | Note 20 |
| Sergeant-at-Arms                       | 190,000           | 154,510             | 35,490           | 18.7%        | 56,489                | Note 21 |
| Hansard Services                       | 541,000           | 541,000             | -                | 0.0%         | 21,472                |         |
| Legislative Library                    | 43,000            | 43,000              | -                | 0.0%         | -                     |         |
|  | <b>6,194,000</b>  | <b>4,691,794</b>    | <b>1,502,206</b> | <b>24.3%</b> | <b>494,679</b>        |         |
| <b>Total</b>                           | <b>6,309,000</b>  | <b>4,790,166</b>    | <b>1,518,834</b> | <b>24.1%</b> | <b>496,103</b>        |         |

**Note 19:** The Third Party caucus has no planned purchases resulting in a projected underspend of \$17 thousand in contingencies.

**Note 20:** Projected savings due to: 1) anticipated underspend in Legislative Facility Services for organization-wide office furniture and equipment contingencies (\$35 thousand) and operating equipment contingencies (\$3 thousand), and Confederation Fountain Lighting Upgrade savings (\$4 thousand); 2) projected underspend (\$1,420 thousand) in Capital Planning and Development related to project delays which has been partially offset by increases to scope of work (\$55 thousand) for other projects; 3) anticipated underspend (\$60 thousand) in the Digital Information Office with the delayed implementation of the ERMS.

**Note 21:** Anticipated underspend (\$25 thousand) due to budgeted security equipment funds not utilized due to purchase in prior fiscal year, and cancellation of the radio network upgrade project (\$10 thousand).

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

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