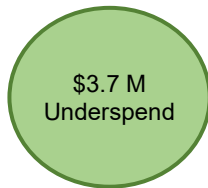


# EXECUTIVE FINANCIAL SUMMARY

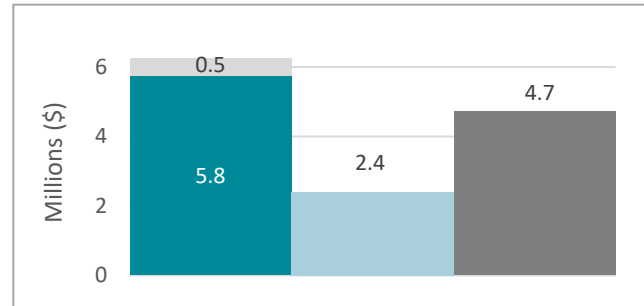
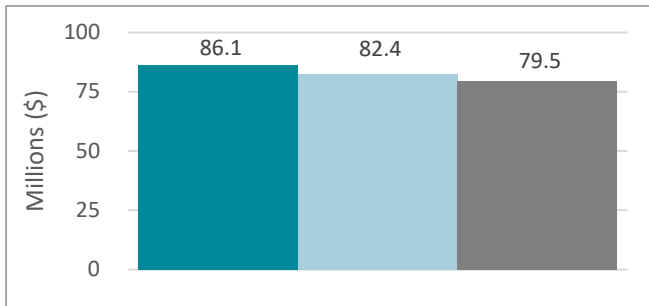
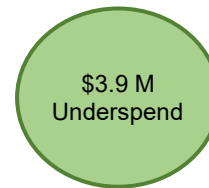
For the period ending March 31, 2022  
(Unaudited)



## Operating Expenses - Total

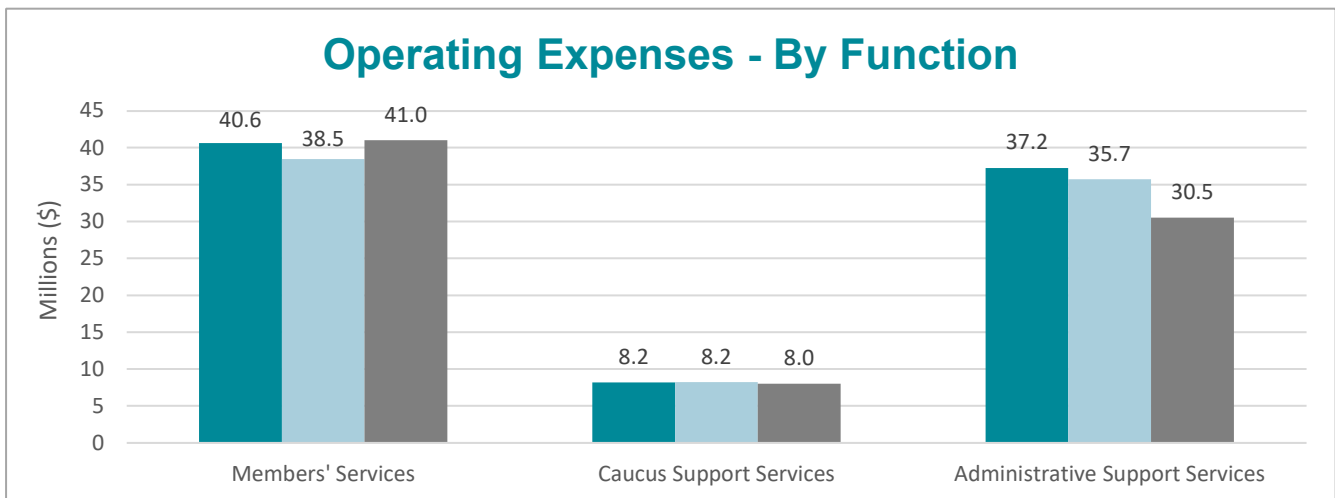


## Capital Expenses - Total



■ 2021/22 Budget ■ 2021/22 Actual ■ 2020/21 Actual ■ Contingency Reserve

## Operating Expenses - By Function



**Members' Services:** Savings of \$2.2 million due to lower MLA salary and benefit costs, unused transitional assistance and allowance costs, unused legal fees, reduced travel costs, and committee advertising.

**Caucus Support Services:** The \$8.2 million Caucus Support Services budget was exceeded by \$50 thousand.

**Administrative Support Services:** Savings of \$1.5 million due to temporary staff vacancies, unused contingencies and operational expenses; partially offset by increased professional services expenses.

## 2021-22 Operating Expenditures by Function

Department	2021/22 Budget	2021/22 Actual	2020/21 Actual	Budget to Actual Variance		
				\$	%	
<b>Members' Services</b>						
Members' Indemnities	18,335,000	16,770,589	19,100,314	1,564,411	8.5%	Note 1
Members' Constituency Support	21,089,000	20,915,121	20,604,742	173,879	0.8%	Note 2
Legislative Internship Program	457,000	417,056	398,997	39,944	8.7%	Note 3
Parliamentary Committees	640,000	303,190	882,082	336,810	52.6%	Note 4
Interparliamentary Relations	123,000	46,585	30,005	76,415	62.1%	Note 5
<b>Total</b>	<b>40,644,000</b>	<b>38,452,540</b>	<b>41,016,140</b>	<b>2,191,460</b>	<b>5.4%</b>	
<b>Caucus Support Services</b>						
Official Opposition Caucus *	3,389,000	3,413,277	4,011,275	(24,277)	-0.7%	Note 6
Government Caucus	4,241,000	4,259,860	3,333,125	(18,860)	-0.4%	Note 7
Third Party Caucus	548,000	554,574	523,391	(6,574)	-1.2%	Note 8
Independent(s)	-	-	135,514	-	-	
<b>Total</b>	<b>8,178,000</b>	<b>8,227,712</b>	<b>8,003,305</b>	<b>(49,712)</b>	<b>-0.6%</b>	
<b>Administrative Support Services</b>						
Respectful Workplace Office	250,000	88,024	26,360	161,977	64.8%	Note 9
Office of the Speaker	425,000	269,986	435,433	155,014	36.5%	Note 10
Office of the Clerk	1,438,000	1,471,377	1,432,014	(33,377)	-2.3%	Note 11
Clerk of Committees	1,393,000	1,280,656	502,071	112,344	8.1%	Note 12
<b>Legislative Operations</b>						
Legislative Documents	245,000	123,951	97,939	121,049	49.4%	Note 13
Executive Financial Officer	464,000	370,662	339,859	93,338	20.1%	Note 14
Financial Services	1,443,000	1,344,760	1,190,451	98,240	6.8%	Note 15
Parliamentary Dining Room	588,000	448,473	569,524	139,527	23.7%	Note 16
Human Resource Operations	1,730,000	1,849,298	1,642,622	(119,298)	-6.9%	Note 17
Information Technology	5,661,000	6,216,238	4,180,506	(555,238)	-9.8%	Note 18
Parliamentary Education Office	1,425,000	1,247,616	1,058,937	177,384	12.4%	Note 19
Legislative Facility Services	3,775,000	3,684,079	3,575,622	90,921	2.4%	Note 20
General Centralized Expenses	3,758,000	2,695,353	2,876,054	1,062,647	28.3%	Note 21
Capital Planning & Development	1,329,000	946,180	805,085	382,820	28.8%	Note 22
Digital Information Office	670,000	486,394	252,347	183,606	27.4%	Note 23
Sergeant-at-Arms	6,380,000	6,594,221	5,385,469	(214,221)	-3.4%	Note 24
Hansard Services	3,967,000	4,391,132	3,944,691	(424,132)	-10.7%	Note 25
Legislative Library	2,299,000	2,213,613	2,200,164	85,387	3.7%	Note 26
<b>Total</b>	<b>37,240,000</b>	<b>35,722,013</b>	<b>30,515,147</b>	<b>1,517,987</b>	<b>4.1%</b>	
<b>Grand Total</b>	<b>86,062,000</b>	<b>82,402,264</b>	<b>79,534,592</b>	<b>3,659,736</b>	<b>4.3%</b>	

\* Caucus budget recalculated following the resignation of MLA Wilkinson.

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

# Variance Analysis

## Members' Services

\$2.2 M

5.4%

**Note 1:** Savings in salary and benefit costs (\$823 thousand), information systems (\$51 thousand), MLA travel, transitional assistance and transitional allowance (\$573 thousand), and legal costs (\$157 thousand); partially offset by overspend in MLA stationery printing (\$32 thousand), and professional services (\$8 thousand) for MLA photo shoots and training.

**Note 2:** Savings in Member costs (\$263 thousand) related to CO allowances, leases, security, insurance, furniture and contingencies, lease consulting fees (\$12 thousand), internet costs (\$24 thousand); partially offset by overspend in salaries (\$12 thousand) related to retroactive pay attributed to non-returning Members, Constituency Assistant benefit charges (\$102 thousand) and Remembrance Day wreaths (\$11 thousand).

**Note 3:** Savings in salary and benefit costs (\$17 thousand), employee travel (\$13 thousand) and reduced operating expenses (\$10 thousand) due to COVID-19 with less opportunities to host seminars and presentations.

**Note 4:** Savings in employee (\$45 thousand) and Member (\$65 thousand) travel costs as well as office and business expenses (\$24 thousand) as a result of two consultations not proceeding and others being conducted virtually, less advertising (\$151 thousand) and professional services (\$61 thousand) than anticipated; partially offset by overspend in legal fees (\$9 thousand).

**Note 5:** Savings in employee (\$10 thousand) and Member (\$36 thousand) travel costs with events being cancelled or held virtually due to COVID-19 protocols, reduced office and business expenses (\$6 thousand) and professional services (\$24 thousand) for Indigenous consultant.

## Caucus Support Services

\$0.0 M

-0.6%

**Note 6:** Overspend in salary and benefit costs (\$317 thousand), partially offset by savings in operating expenses (\$293 thousand).

**Note 7:** Overspend in employee travel (\$18 thousand), operating expenses (\$377 thousand) related to unbudgeted contracts and costs of setting up new MLA offices; partially offset by savings in salaries and benefits (\$214 thousand) due to varying staffing levels and vacancies, building occupancy charges (\$113 thousand) with premises leased late in fiscal year and reduced legal fees (\$49 thousand).

**Note 8:** Overspend in salaries and benefits (\$21 thousand) and contractor fees (\$7 thousand); partially offset by savings in employee travel (\$12 thousand) and operating expenses (\$9 thousand).

## Administrative Support Services

\$1.5 M

4.1%

**Note 9:** Contract terminated in September and additional funds were not required for workplace matters. A new contractor was utilized to provide respectful workplace training.

**Note 10:** Underspend in salary costs (\$96 thousand) due to staffing changes, professional services not required (\$20 thousand) and reduced operating expenses (\$44 thousand) due to COVID-19 protocols; partially offset by unbudgeted grant (\$5 thousand).

**Note 11:** Overspend in salaries and benefits (\$87 thousand) due to new Legal Counsel position approved mid-year by LAMC and vacation payouts; partially offset by savings in operating expenses (\$54 thousand) related to professional services, professional development and training, information systems and employee travel.

**Note 12:** Savings in salaries and benefits (\$89 thousand) due to underfilled FTEs and a temporary vacancy, employee travel (\$1 thousand), information systems (\$4 thousand) and office and business expenses (\$18 thousand).

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

# Variance Analysis

## Administrative Support Services - continued

**Note 13:** Lower than anticipated requirements for statutory publications for the Fall and Spring sessions.

**Note 14:** Savings in salaries and benefits (\$49 thousand) due to temporary vacancies, professional services (\$26 thousand) as budgeted costs have been funded by other departments and an over accrual from FY21, information systems (\$4 thousand) and office and business expenses (\$14 thousand) for costs no longer expected to be incurred.

**Note 15:** Savings in salaries and benefits (\$87 thousand) due to vacant financial analyst position, and office and business expenses (\$19 thousand); partially offset by professional services overspend (\$8 thousand) for Enterprise Risk Management (ERM) consulting fees.

**Note 16:** Underspend in salaries and benefits (\$21 thousand), employee travel (\$1 thousand) and higher than anticipated dining room revenues (\$195 thousand) with the reduction of COVID-19 restrictions, partially offset by increase in supplies and food costs (\$76 thousand).

**Note 17:** Overspend in employee benefits (\$149 thousand) as a result of resignations at leadership level, professional services (\$42 thousand) for acting Director and CHRO contracts, and legal expenses (\$28 thousand); partially offset by savings in salaries (\$58 thousand) due to temporary vacancies, employee travel (\$11 thousand) and operating expenses (\$31 thousand) due to COVID-19.

**Note 18:** Additional unbudgeted professional service costs (\$1,676 thousand) related to agreement extensions, Microsoft support prepaid costs from FY21 and unplanned projects, and constituency office upgrade materials (\$6 thousand); partially offset by savings in salaries and benefits (\$133 thousand) due to temporary vacancies, employee travel (\$8 thousand), unavailable resources for electronic purchases and not renewing Microsoft Premium Support (\$905 thousand), business and office expenses (\$81 thousand) and contingency amounts set aside in General Centralized Expenses.

**Note 19:** Savings in salaries and benefits (\$94 thousand), employee travel (\$2 thousand), professional services (\$22 thousand), office and business costs (\$61 thousand) as a result of less hosting, and reduced advertising (\$4 thousand); partially offset by overspend (\$6 thousand) for a SharePoint online shopping cart solution and the purchase of an applicant tracking system in FY21 resulting in unanticipated costs for services that extended into the current fiscal year.

**Note 20:** Underspend in salary and benefit costs (\$24 thousand) due to vacancies and lower than anticipated operating expenses (\$66 thousand) due to fire alarm upgrade being classified as a capital project, and increased revenue (\$1 thousand) in facility rentals.

**Note 21:** Underspend for salaries (\$1,523 thousand) related to unused contingencies, including savings from the staff compensation review project funding, set aside to offset unbudgeted costs in other departments; savings in office and business expenses (\$4 thousand), building occupancy charges (\$37 thousand); unused grants (\$20 thousand). Partially offset by year-end retirement allowance and leave adjustments (\$90 thousand), overspend in amortization expense (\$306 thousand), professional services (\$28 thousand) related to the internal audit, ERP and procurement, and unexpected legal costs (\$97 thousand).

**Note 22:** Underspend in salary and benefit costs (\$116 thousand) due to a temporary vacancy, professional services (\$499 thousand) as a result of consultant availability shortage resulting in delayed projects, and information systems costs (\$6 thousand); partially offset by unanticipated advertising (\$15 thousand) and reclassification of the chimney deconstruction from capital to operating expenses (\$223 thousand).

**Note 23:** Savings in salary and benefit costs (\$67 thousand) due to temporary vacancy, office expenses (\$2 thousand) and professional services (\$115 thousand) with the Electronic Records Management System (ERMS) implementation delayed to next fiscal year.

**Note 24:** Overspend (\$569 thousand) related to invoice from the Victoria Police Department for overtime costs from 2021 and 2022 demonstrations; partially offset by salaries and benefits underspend (\$313 thousand) due to temporary vacancies including the Sergeant-at-Arms position, and reduction in operating costs (\$42 thousand).

**Note 25:** Overspend in salaries and benefits (\$502 thousand) due to increased committee activity, infrastructure support and overtime; partially offset by savings in operating expenses (\$78 thousand).

**Note 26:** Savings in salary and benefit costs (\$39 thousand) due to temporary vacancies, employee travel (\$8 thousand), and operating expenses (\$38 thousand).

## 2021-22 Capital Expenditures by Function

	2021/22 Budget	2021/22 Actual	2020/21 Actual	Budget to Actual Variance		
				\$	%	
Members' Services	-	-	-	-	-	
Caucus Support Services	115,000	103,215	51,151	11,785	10.2%	Note 27
<b>Administrative Support Services</b>						
Legislative Operations	5,420,000	1,697,625	4,306,409	3,722,375	68.7%	Note 28
Sergeant-at-Arms	190,000	216,837	130,790	(26,837)	-14.1%	Note 29
Hansard Services	541,000	377,704	225,773	163,296	30.2%	Note 30
Legislative Library	43,000	6,708	-	36,292	84.4%	Note 31
	<b>6,194,000</b>	<b>2,298,875</b>	<b>4,662,971</b>	<b>3,895,125</b>	<b>62.9%</b>	
<b>Total</b>	<b>6,309,000</b>	<b>2,402,089</b>	<b>4,714,122</b>	<b>3,906,911</b>	<b>61.9%</b>	

**Note 27:** Savings represent funds for the purchase of office furniture that were not required.

**Note 28:** Variance results from: 1) underspend (\$2,632 thousand) in Capital Planning and Development related to reclassification of the chimney deconstruction, project delays resulting from staffing vacancies, contractor availability and supply chain challenges; 2) savings (\$649 thousand) in Information Technology related to the life cycle management project, network core switch replacement and constituency office network upgrades due to global supply chain delays; 3) underspend (\$60 thousand) in the Digital Information Office with the delayed implementation of the ERMS; 4) underspend in Legislative Facility Services for organization-wide office furniture and operating equipment (\$5 thousand), and Confederation Fountain lighting upgrade savings (\$4 thousand); 5) underspend (\$21 thousand) in Financial Services related to the vendor related accounting software upgrade delays; and 6) unused contingencies set aside in General Centralized Expenses (\$351 thousand) to offset purchases in other departments.

**Note 29:** Additional approvals from central contingencies for overbudget and/or unplanned projects (\$84 thousand); and underspend (\$25 thousand) resulting from unutilized funds for weapons due to purchase in prior fiscal year, and savings in project costs (\$32 thousand).

**Note 30:** Hansard Services underspend (\$163 thousand) due to delayed projects as a result of supply chain issues and lower than anticipated costs on completed projects.

**Note 31:** The purchase of the architectural documents cabinet was lower than anticipated (\$1 thousand) at time of budget, the digital archiving project (\$10 thousand) was cancelled and the book shelving for the vault (\$25 thousand) was deferred to next fiscal year.