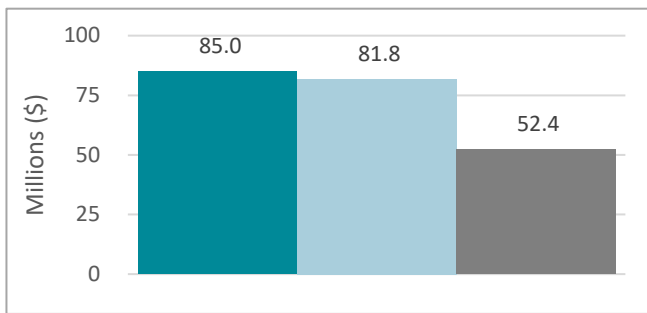
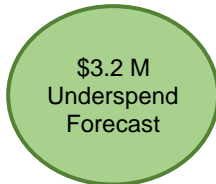


EXECUTIVE FINANCIAL SUMMARY

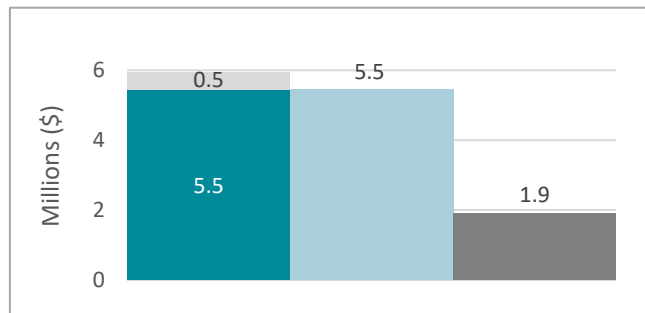
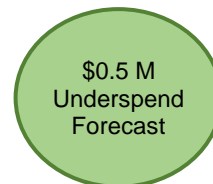
For the period ending December 31, 2020
(Unaudited)



Operating Expenses - Total

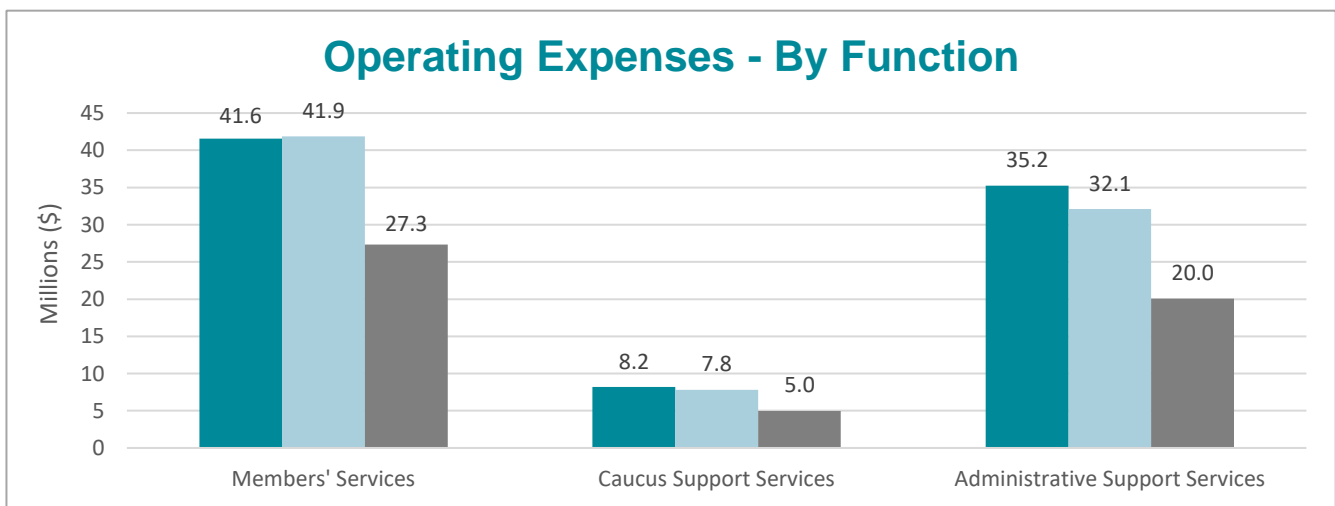


Capital Expenses - Total



■ 2020/21 Budget ■ 2020/21 Forecast ■ 2020/21 Year to Date ■ Contingency Reserve

Operating Expenses - By Function



Members' Services: Forecasting \$269 thousand overspend due to the snap election resulting in transitional assistance and allowance costs and constituency office startup costs planned for next fiscal.

Caucus Support Services: Forecasting \$389 thousand underspend as a result of reduced travel and office and business expenses due to COVID-19.

Administrative Support Services: Forecasting \$3.1 million underspend due to staff vacancies, reduced programs and travel, modified House and committee activities due to COVID-19.

2020-21 Operating Expenditures by Function

| Department | 2020/21 Budget | 2020/21 Forecast | Variance | | 2020/21 Actual YTD | |
|--|-------------------|---------------------|------------------|--------------|-----------------------|---------|
| | | | \$ | % | | |
| Members' Services | | | | | | |
| Members' Indemnities | 18,976,000 | 19,672,175 | (696,175) | -3.7% | 11,390,560 | Note 1 |
| Members' Constituency Support | 20,424,000 | 20,543,135 | (119,135) | -0.6% | 15,088,696 | Note 2 |
| Legislative Internship Program | 476,000 | 405,250 | 70,750 | 14.9% | 197,797 | Note 3 |
| Parliamentary Committees | 1,424,000 | 1,076,467 | 347,533 | 24.4% | 618,633 | Note 4 |
| Interparliamentary Relations | 283,000 | 154,800 | 128,200 | 45.3% | 27,417 | Note 5 |
| Total | 41,583,000 | 41,851,827 | (268,827) | -0.6% | 27,323,104 | |
| Caucus Support Services | | | | | | |
| Official Opposition Caucus | 4,085,000 | 3,667,311 | 417,689 | 10.2% | 2,774,964 | Note 6 |
| Government Caucus | 3,466,000 | 3,466,000 | - | 0.0% | 1,721,984 | |
| Third Party Caucus | 546,000 | 546,000 | - | 0.0% | 360,550 | |
| Independent - MLA Weaver | 107,000 | 135,509 | (28,509) | -26.6% | 135,509 | Note 7 |
| Total | 8,204,000 | 7,814,819 | 389,181 | 4.7% | 4,993,006 | |
| Administrative Support Services | | | | | | |
| Respectful Workplace Office | 250,000 | 100,000 | 150,000 | 60.0% | 17,618 | Note 8 |
| Office of the Speaker | 504,000 | 481,626 | 22,374 | 4.4% | 383,595 | Note 9 |
| Office of the Clerk | 1,181,000 | 1,483,150 | (302,150) | -25.6% | 954,280 | Note 10 |
| Clerk of Committees | 982,000 | 495,117 | 486,883 | 49.6% | 342,869 | Note 11 |
| Legislative Operations | | | | | | |
| Legislative Documents | 245,000 | 244,200 | 800 | 0.3% | 36,534 | |
| Executive Financial Officer | 524,000 | 478,621 | 45,379 | 8.7% | 244,466 | Note 12 |
| Financial Services | 1,358,000 | 1,310,396 | 47,604 | 3.5% | 864,670 | Note 13 |
| Parliamentary Dining Room | 602,000 | 544,401 | 57,599 | 9.6% | 449,883 | Note 14 |
| Human Resource Operations | 1,264,000 | 1,543,101 | (279,101) | -22.1% | 997,303 | Note 15 |
| Information Technology | 3,000,000 | 4,507,286 | (1,507,286) | -50.2% | 2,379,322 | Note 16 |
| Parliamentary Education Office | 1,633,000 | 1,130,211 | 502,789 | 30.8% | 751,387 | Note 17 |
| Legislative Facility Services | 3,779,000 | 3,482,213 | 296,787 | 7.9% | 2,473,145 | Note 18 |
| General Centralized Expenses | 4,957,000 | 4,019,256 | 937,744 | 18.9% | 1,309,612 | Note 19 |
| Capital Planning & Development | 1,605,000 | 882,348 | 722,652 | 45.0% | 519,148 | Note 20 |
| Digital Information Office | 305,000 | 255,519 | 49,481 | 16.2% | 129,466 | Note 21 |
| Sergeant-at-Arms | 6,594,000 | 5,050,499 | 1,543,501 | 23.4% | 3,741,413 | Note 22 |
| Hansard Services | 4,084,000 | 3,955,401 | 128,599 | 3.1% | 2,870,866 | Note 23 |
| Legislative Library | 2,360,000 | 2,156,000 | 204,000 | 8.6% | 1,580,560 | Note 24 |
| Total | 35,227,000 | 32,119,346 | 3,107,654 | 8.8% | 20,046,135 | |
| Grand Total | 85,014,000 | 81,785,993 | 3,228,007 | 3.8% | 52,362,246 | |

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

Variance Analysis

Members' Services

-\$0.3 M

-0.6%

Note 1: (\$696K over) MLA transitional assistance and transitional allowance (\$4,103 thousand) not in budget due to snap election. Partially offset by salary and benefit savings (\$1,713 thousand) as a result of no MLA inflationary salary increase and fewer additional committee positions, and anticipated savings in travel (\$1,655 thousand) and smartphone costs (\$39 thousand).

Note 2: (\$119K over) Overspend due to the snap election with unanticipated Constituency Office startup funding and furniture allowances, overlapping Constituency Office allowances for November and December as former MLAs close their offices. The overspend is attributed to internet charges (\$9 thousand), Remembrance Day wreaths (\$6 thousand) and Constituency Office allowances (\$271 thousand), partially offset by savings in Constituency Office leases (\$114 thousand) and Members' Expense (\$53 thousand).

Note 3: (\$71K under) Due to COVID-19, projecting lower employee travel (\$56 thousand) and reduced operating expenses (\$15 thousand) with less opportunities to host seminars and presentations.

Note 4: (\$348K under) Anticipated savings in salary and benefit costs (\$132 thousand) due to a vacancy and positions filled at lower salary grids. Due to COVID-19, committee meetings and consultations are being held by video conference resulting in projected savings in operating expenses (\$277 thousand), partially offset by overspend in advertising and publications (\$62 thousand) for two public consultations.

Note 5: (\$128K under) Anticipated savings in employee travel (\$35 thousand), office and business expenses (\$20 thousand) and Member travel (\$74 thousand) due to cancelled parliamentary conferences.

Caucus Support Services

\$0.4 M

5%

Caucus budgets have been recalculated following the election results and the Speaker appointment.

Note 6: COVID-19 has resulted in reduced costs for employee travel (\$133 thousand) and office and business expenses (\$285 thousand).

Note 7: Overspend in employee salaries and benefits due to a severance and vacation payout due to snap election.

**Administrative Support Services variance analysis can be found on the next page.

Variance Analysis

Administrative Support Services

\$3.1 M 8.8%

Note 8: Savings of \$150 thousand anticipated as contract deliverables will not be completed this year.

Note 9: Due to COVID-19, projecting savings in employee travel (\$10 thousand), office and business expenses (\$79 thousand) with the cancellation of hosting a Speaker's Forum Summit, protocol events and staff gatherings over the Christmas season. Also, anticipated savings in professional services (\$32 thousand), unused grants (\$5 thousand) and legal fees (\$16 thousand), partially offset by election related staffing costs.

Note 10: Projecting to overspend on salary and benefit costs (\$301 thousand) due to organizational restructuring partially offset by saving due to staff retirements and discontinuation of contracts, employee travel savings (\$26 thousand), as well as accessing planned reorganizational contingency from general centralized budget.

Note 11: Savings anticipated in employee travel (\$10 thousand) and operating expenses (\$29 thousand), and organizational restructure resulting in transfer of salary costs to Office of the Clerk (\$448 thousand).

Note 12: Anticipated savings in salary and benefit costs (\$40 thousand) due to a vacancy, employee travel (\$5 thousand) and information systems (\$4 thousand), partially offset by overspend in office and business expenses (\$4 thousand) due to purchase of face masks for distribution in response to Assembly COVID-19 Safety Plan update.

Note 13: Projecting savings in salaries and benefits (\$53 thousand), and employee travel (\$7 thousand) due to COVID-19. These savings are partially offset by overspend in professional services (\$13 thousand).

Note 14: Due to COVID-19, projecting reduction in sales (\$438 thousand), offset by reduced costs associated with salaries and benefits (\$291 thousand) and operating expenses (\$205 thousand).

Note 15: Projecting overspend on legal costs (\$136 thousand) due to bargaining and investigations, partially offset by anticipated savings in employee travel (\$17 thousand) and office and business expenses (\$39 thousand). Overspend in professional services (\$54 thousand) due to strategic planning costs, offset by savings in information systems (\$53 thousand) with LEAP consulting not proceeding this fiscal year. Additional overspend in salaries and benefits (\$198 thousand) for backfilling employees on leave, acting pay and overtime, and new Chief Human Resources Officer position.

Note 16: Projecting overspend in the following: salaries and benefits (\$142 thousand) due to additional positions and overtime; professional services (\$461 thousand) due to election costs and the network breach; information systems (\$920 thousand) for equipment to support remote work, increase in Microsoft 365 licensing, laptop peripherals and network upgrade to Constituency Offices; partially offset by savings projected in employee travel (\$15 thousand) and office and business expenses (\$1 thousand).

Note 17: Cancelled summer programs and closed gift shop in building results in substantial reductions in salaries and benefits (\$410 thousand), operating expenses (\$194 thousand), partially offset by reduced gift shop sales (\$102 thousand).

Note 18: Projecting to underspend on salary and benefit costs (\$132 thousand) and operating expenses (\$160 thousand), and anticipating decreased revenue (\$4 thousand) in facility rentals.

Note 19: Underspend projected for salaries (\$400 thousand) related to HR and Clerk's Office reorganizational overspend, unused grants (\$10 thousand), amortization (\$428 thousand) due to lower prior fiscal year capital purchases, and legal expenses (\$99 thousand).

Note 20: Projecting underspend in benefit costs (\$21 thousand), employee travel (\$10 thousand) and operating expenses (\$705 thousand) due to workload capacity and COVID-19, partially offset by overspend in salaries (\$14 thousand).

Note 21: Underspend relates to hiring lag for a record information management (RIM) specialist.

Note 22: Salaries and benefits underspend (\$1,409 thousand) due to vacant positions including the Sergeant-at-Arms position, reduced overtime and staff on site; reduced operating costs (\$156 thousand) for travel and supplies due to COVID-19, partially offset by projected overspend (\$30 thousand) in professional services related to election costs and unbudgeted costs in other expenses (\$11 thousand).

Note 23: Anticipated savings in salaries and benefits (\$66 thousand), employee travel (\$36 thousand) and operating expenses (\$27 thousand).

Note 24: Projected underspend in salaries and benefits (\$175 thousand), employee travel (\$14 thousand) and operating expenses (\$15 thousand) due to COVID-19.

2020-21 Capital Expenditures by Function

| | 2020/21 | 2020/21 | Variance | | 2020/21 Actual | |
|--|------------------|------------------|----------------|-------------|------------------|---------|
| | Budget | Forecast | \$ | % | YTD | |
| Members' Services | - | - | - | - | - | |
| Caucus Support Services | 75,000 | 29,271 | 45,729 | 61.0% | 5,278 | Note 25 |
| Administrative Support Services | | | | | | |
| Legislative Operations | 5,310,000 | 4,891,743 | 418,257 | 7.9% | 1,750,138 | Note 26 |
| Sergeant-at-Arms | 172,000 | 172,000 | - | 0.0% | 91,139 | |
| Hansard Services | 373,000 | 361,550 | 11,450 | 3.1% | 65,343 | Note 27 |
| Legislative Library | 20,000 | - | 20,000 | 100.0% | - | Note 28 |
| | 5,875,000 | 5,425,292 | 449,708 | 7.7% | 1,906,620 | |
| Total | 5,950,000 | 5,454,564 | 495,436 | 8.3% | 1,911,898 | |

Note 25: The Liberal and Green Party caucuses have no additional planned purchases resulting in underspend of \$46 thousand in contingencies.

Note 26: Projected savings due to: 1) Dining Room equipment contingencies not expected to be used (\$15 thousand); 2) HR Training Room savings (\$5 thousand) as equipment was purchased in prior year; 3) Capital Planning and Development savings (\$1.08 million) due to project delays; 4) Legislative Facility Services savings in the Furniture and Equipment Replacement, and Confederation Fountain Refurbishment projects (\$32 thousand), partially offset by projected overspend (\$7 thousand) for Operating Equipment Replacement and Card Lock Access Security Upgrade; 5) Centralized Contingency (\$482 thousand) set aside for Information Technology projects. These savings have been partially offset by the anticipated overspend by Information Technology (\$1.19 million) due to election-related costs and the network security upgrades.

Note 27: Hansard Services is projecting an underspend (\$25 thousand) for Automatic Speech Processing and minor savings across various projects under Broadcasting (\$4 thousand), partially offset by overspend (\$17 thousand) due to COVID-19 related purchases for audio-visual equipment required for video conferencing purposes.

Note 28: The Digital Archiving Implementation project will most likely not occur this fiscal year due to COVID-19 and the network outage.

For more information regarding this update please contact:

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