



**House of Assembly
Newfoundland and Labrador**

**Minutes of the House of Assembly
Management Commission**

Date: June 5, 2014

Location: House of Assembly Chamber

Time: 8:35 a.m.

Members Present:

Mr. Wade Verge, MHA, Lewisporte, Deputy Speaker
Ms. Sandra Barnes, Clerk of the House of Assembly
Ms. Lorraine Michael, MHA (NDP) Signal Hill - Quidi Vidi
Hon. Keith Hutchings, MHA (PC) Ferryland
Hon. Darin King, Government House Leader
Mr. Andrew Parsons, MHA (L) Burgeo-LaPoile
Mr. Dwight Ball, MHA (L) Humber Valley

Regrets:

Hon. Ross Wiseman, Speaker
Mr. Kevin Pollard, MHA (PC) Baie Verte - Springdale

Other

Ms. Marie Keefe, Policy & Communications Officer

The Deputy Speaker, Mr. Wade Verge, chaired the meeting in the absence of Speaker Wiseman. A brief *in camera* meeting was held prior to the televised meeting. There were no decisions to report.

CM 2014-016

The Minutes of the House of Assembly Management Commission meeting held on April 14, 2014 were approved as read.

CM 2014-017

The Commission, pursuant to subsection 24(9) of the *House of Assembly Accountability, Integrity and Administration Act*, approved the payment of expenses totaling \$1817.90 for the Member for Labrador West.

CM 2014-018

The Commission, pursuant to subsection 24(9) of the *House of Assembly Accountability, Integrity and Administration Act*, approved the payment of expenses totaling \$2607.45 for the Member for Humber East.

CM 2014-019

The Commission approved the following transfer of funds:

From:

Subdivision 1.1.04.10 Members' Resources – Grants and Subsidies
\$ 1,400

To:

Subdivision 1.1.07.10 Official Opposition Caucus – Grants and Subsidies
\$ 1,400

Adjournment: 8:55 a.m.
Wade Verge, MHA
Deputy Speaker and Chair

Sandra Barnes
Clerk and Secretary to the Commission

To: House of Assembly Management Commission
From: Speaker of the House of Assembly
Date: October 15, 2014
Subject: Speaker's Report - Travel by Other Modes (Section 40 - *Members' Resources and Allowances Rules*)

Section 40 of the *Members' Resources and Allowances Rules* provides that a Member who wishes to travel by means other than the modes of travel mentioned in subsection (1) shall first make a proposal in writing to the Speaker outlining the nature of the travel, the reasons for that travel, the details of the proposed travel and its estimated costs. If it is deemed by the Speaker to be a reasonable expenditure to enable the Member to fulfill his/her duties to constituents and there is sufficient money available within the existing travel budget of the House of Assembly, the Speaker may approve the travel subject to conditions which he/she considers reasonable in the circumstances. The Speaker must report, in writing, to the Commission any authorizations made under this section of the Rules.

Report on Approvals – Section 40 – Period Ending: October 15, 2014

DISTRICT	MEMBER	TYPE OF EXPENDITURE	COSTS	DETAILS
Cartwright – L'Anse au Clair	Ms. Lisa Dempster	Snowmobile guide for travel to Williams Harbour	\$200.00	Member travelled to Williams Harbour by snowmobile on April 19, 2014 to attend to constituency business. A guide was hired to accompany her for safety reasons.

To: House of Assembly Management Commission
From: Clerk of the House of Assembly
Date: October 15, 2014
Subject: Report on Authorizations for Furniture and Equipment Expenditures

The Commission approved a Standard Office Allocation Package for Members and Constituency Assistants pursuant to Section 25(1) of the *Members' Resources and Allowances Rules*. At its May 2, 2008 meeting, the Commission delegated authority to the Clerk to pre-approve expenditures for other furniture and equipment to a maximum of \$500.00, with the Clerk to report all such approvals to the Commission (**CM 2008-044** refers).

Report for Period Ending: October 15, 2014

DISTRICT	MEMBER	TYPE OF EXPENDITURE	COST	DETAILS
St. Barbe	Mr. Jim Bennett	Furniture	\$464.96	Vertical filing cabinet for constituency office.

**House of Assembly Management Commission
Briefing Note**

Title: Financial Reports - April 1, 2014 to June 30, 2014

Issue: Review of:

- 1. Financial Performance of the Legislature; and**
- 2. Approved Allocations and Actual Expenditures of Members of the House of Assembly.**

Background:

- Paragraph 20(5)(a) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) states that the House of Assembly Management Commission shall “regularly, and at least quarterly, review the financial performance of the House of Assembly as well as the actual expenditures of members compared with approved allocations.”
- The details of the financial performance of the Legislature (excluding the Office of the Auditor General) are included in the attached Statement of Revenue and Expenditure for the three-month period ended June 30, 2014. The reports show the actual expenditures and revenues for the fiscal year. All known savings or overruns over budgeted amounts are identified in the report and explanations are provided for significant amounts.
- The details of the financial performance of the Office of the Auditor General are shown on a separate Statement of Revenue and Expenditure for the three-month period ended June 30, 2014. The reports show the actual expenditures and revenues for the fiscal year. All known savings or overruns over budgeted amounts are identified in the report and explanations are provided for any significant amounts.
- The actual expenditures compared with the approved allocations for each Member are included in the Members’ Expenditures Summarized by Category reports for the period April 1, 2014 to June 30, 2014. The Reports include the expenditures for June in the columns entitled “Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)” and the expenditures for the first quarter of the year in the column entitled “Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)”.

Analysis:

Legal Consultation:
Not applicable.

Internal Consultation(s):

Not applicable.

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Not applicable.

Legislative Impact:

Not applicable.

Options:

- Not applicable.

Status:

- Not applicable.

Action Required:

- For review purposes.

Drafted by: Wanda Lee Mercer

Approved by: Sandra Barnes

Date: October 8, 2014

Attachments:

1. Statement of Revenue and Expenditure – Legislature (excluding the Office of the Auditor General)
2. Statement of Revenue and Expenditure – Office of the Auditor General
3. Member Accountability and Disclosure Reports



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
1.1.01. ADMINISTRATIVE SUPPORT						
01. Salaries	1,860,400	1,860,400	397,586	1,860,400	-	-
Operating Accounts:						
<i>Employee Benefits</i>	4,500	4,500	3,030	4,500	-	-
<i>Transportation and Communications</i>	65,000	65,000	35,053	65,000	-	-
<i>Supplies</i>	46,200	46,200	7,799	46,200	-	-
<i>Professional Services</i>	89,100	89,100	54,800	89,100	-	-
<i>Purchased Services</i>	72,000	72,000	13,885	72,000	-	-
<i>Property, Furnishings and Equipment</i>	122,500	122,500	35,548	122,500	-	-
02. Operating Accounts	399,300	399,300	150,115	399,300	-	-
	2,259,700	2,259,700	547,701	2,259,700	-	-
02. Revenue - Provincial	-	-	(76)	(76)	76	76
Total: Administrative Support	2,259,700	2,259,700	547,625	2,259,624	76	- 76



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
1.1.02. LEGISLATIVE LIBRARY AND RECORDS MANAGEMENT						
01. Salaries	631,000	631,000	141,449	631,000	-	-
Operating Accounts:						
<i>Employee Benefits</i>	900	1,000	1,153	1,000	(100)	-
<i>Transportation and Communications</i>	10,200	10,100	491	10,100	100	-
<i>Supplies</i>	47,000	47,000	35,905	47,000	-	-
<i>Purchased Services</i>	8,500	8,500	3,058	8,500	-	-
02. Operating Accounts	66,600	66,600	40,607	66,600	-	-
Total: Legislative Library and Records Management	697,600	697,600	182,056	697,600	-	-



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
1.1.03. HANSARD AND THE BROADCAST CENTRE						
01. Salaries	642,700	642,700	159,096	649,300	(6,600) ¹	(6,600)
Operating Accounts:						
<i>Employee Benefits</i>	600	600	250	600	-	-
<i>Transportation and Communications</i>	6,100	6,100	775	6,100	-	-
<i>Supplies</i>	7,900	7,900	1,333	7,900	-	-
<i>Purchased Services</i>	279,900	279,900	263,010	279,900	-	-
<i>Property, Furnishings and Equipment</i>	10,000	10,000	-	10,000	-	-
02. Operating Accounts	304,500	304,500	265,368	953,800	-	-
Total: Hansard and the Broadcast Centre	947,200	947,200	424,464	1,603,100	-	(6,600)

1. Projected overrun due to temporary hirings.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
1.1.04. MEMBERS' RESOURCES						
01. Salaries	6,598,100	6,576,300	1,459,903	6,576,300	21,800 ¹	-
Operating Accounts:						
<i>Transportation and Communications</i>	5,200	5,200	-	5,200	-	-
<i>Purchased Services</i>	10,000	10,000	2,032	10,000	-	-
02. Operating Accounts	15,200	15,200	2,032	15,200	21,800	-
09. Allowances and Assistance	2,365,600	2,365,600	842,548	2,365,600	-	-
10. Grants and Subsidies	1,400	-	-	-	1,400 ²	-
	8,980,300	8,957,100	2,304,483	8,957,100	-	23,200
02. Revenue - Provincial	-	-	(15,892)	(64,000)	64,000 ³	64,000
Total: Members' Resources	8,980,300	8,957,100	2,288,591	8,893,100	87,200	64,000

1. Projected savings as funds were approved in the Members' Resources activity to provide salary funding due to vacant seat in the District of Virginia Waters.

2. Projected savings as funds were approved in the Members' Resources activity to provide operational funding due to vacant seat in the District of Virginia Waters.

3. Revenues mainly related to repayment of excess constituency allowances.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
1.1.05. HOUSE OPERATIONS						
01. Salaries	272,900	272,900	85,597	298,900	(26,000)	(26,000)
Operating Accounts:						
<i>Employee Benefits</i>	9,900	9,900	450	9,900	-	-
<i>Transportation and Communications</i>	145,700	145,700	-	145,700	-	-
<i>Supplies</i>	23,500	23,500	5,796	23,500	-	-
<i>Professional Services</i>	3,900	3,900	-	3,900	-	-
<i>Purchased Services</i>	143,300	143,300	21,594	143,300	-	-
<i>Property, Furnishings and Equipment</i>	1,700	1,700	-	1,700	-	-
02. Operating Accounts	328,000	328,000	27,840	328,000	-	-
10. Grants and Subsidies	13,400	13,400	339	13,400	-	-
	614,300	614,300	113,776	640,300	(26,000)	(26,000)
02. Revenue - Provincial	(71,800)	(71,800)	(7,124)	(71,800)	-	-
Total: House Operations	542,500	542,500	106,652	568,500	(26,000)	(26,000)

1. Projected overrun due to costs associated with Speaker's Outreach Program.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
1.1.06. GOVERNMENT MEMBERS CAUCUS						
01. Salaries	600,100	600,100	180,608	635,100	(35,000)	(35,000)
Operating Accounts:						
<i>Employee Benefits</i>	1,800	1,800	-	1,800	-	-
<i>Transportation and Communications</i>	24,900	24,900	14,586	24,900	-	-
<i>Supplies</i>	12,700	12,700	2,375	12,700	-	-
<i>Purchased Services</i>	10,500	10,500	9,037	10,500	-	-
<i>Property, Furnishings and Equipment</i>	3,500	3,500	650	3,500	-	-
02. Operating Accounts	53,400	53,400	26,648	53,400	-	-
10. Grants and Subsidies	43,400	43,400	10,844	43,400	-	-
Total: Government Members Caucus	696,900	696,900	218,100	731,900	(35,000)	(35,000)

1. Projected overrun due to unbudgeted costs of severance payment and paid leave costs.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
1.1.07. OFFICIAL OPPOSITION CAUCUS						
01. Salaries	1,045,900	1,067,700	259,794	1,067,700	(21,800) ¹	-
Operating Accounts:						
<i>Employee Benefits</i>	2,000	2,000	402	2,000	-	-
<i>Transportation and Communications</i>	71,500	71,500	24,392	71,500	-	-
<i>Supplies</i>	16,800	16,800	6,560	16,800	-	-
<i>Purchased Services</i>	16,900	16,900	11,470	16,900	-	-
<i>Property, Furnishings and Equipment</i>	3,800	3,800	150	3,800	-	-
02. Operating Accounts	111,000	111,000	42,974	111,000	-	-
10. Grants and Subsidies	15,000	16,400	4,037	16,400	(1,400) ²	-
Total: Official Opposition Caucus	1,171,900	1,195,100	306,805	1,195,100	(23,200)	-

1. Projected overrun as variable funding was increased due to an increase of one Member to the Official Opposition Caucus.

1. Projected overrun as operational grant funding was increased due to an increase of one Member in the Official Opposition Caucus.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
1.1.08. THIRD PARTY CAUCUS						
01. Salaries	413,500	413,500	92,674	413,500	-	-
Operating Accounts:						
<i>Employee Benefits</i>	1,400	1,400	-	1,400	-	-
<i>Transportation and Communications</i>	25,900	25,900	11,157	25,900	-	-
<i>Supplies</i>	11,800	11,800	939	11,800	-	-
<i>Purchased Services</i>	10,000	10,000	6,142	10,000	-	-
<i>Property, Furnishings and Equipment</i>	2,500	2,500	-	2,500	-	-
02. Operating Accounts	51,600	51,600	18,238	51,600	-	-
10. Grants and Subsidies	10,900	10,900	2,711	10,900	-	-
Total: Third Party Caucus	476,000	476,000	113,623	476,000	-	-
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TOTAL HOUSE OF ASSEMBLY	15,772,100	15,772,100	4,187,916	16,424,924	(3,524)	(3,524)



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
3.1.01. OFFICE OF THE CHIEF ELECTORAL OFFICER						
01. Salaries	1,219,000	1,219,000	286,619	1,219,000	-	-
Operating Accounts:						
<i>Employee Benefits</i>	4,500	4,500	863	4,500	-	-
<i>Transportation and Communications</i>	257,200	257,200	81,252	257,200	-	-
<i>Supplies</i>	65,800	65,800	15,768	65,800	-	-
<i>Professional Services</i>	63,000	63,000	7,665	63,000	-	-
<i>Purchased Services</i>	264,400	264,400	182,802	264,400	-	-
<i>Property, Furnishings and Equipment</i>	117,200	117,200	86,996	117,200	-	-
02. Operating Accounts	772,100	772,100	375,346	772,100	-	-
10. Grants and Subsidies	70,600	70,600	9,284	70,600	-	-
	2,061,700	2,061,700	671,249	2,061,700	-	-
02. Revenue - Provincial	-	-	-	-	-	-
Total: Office of the Chief Electoral Officer	2,061,700	2,061,700	671,249	2,061,700	-	-



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
4.1.01. OFFICE OF THE CITIZENS' REPRESENTATIVE						
01. Salaries	640,600	640,600	133,352	640,600	-	-
Operating Accounts:						
<i>Employee Benefits</i>	8,000	8,000	1,980	8,000	-	-
<i>Transportation and Communications</i>	46,600	46,600	6,767	46,600	-	-
<i>Supplies</i>	10,000	10,000	296	10,000	-	-
<i>Professional Services</i>	22,600	22,600	-	22,600	-	-
<i>Purchased Services</i>	94,400	94,400	61,098	94,400	-	-
<i>Property, Furnishings and Equipment</i>	5,000	5,000	1,016	5,000	-	-
02. Operating Accounts	186,600	186,600	71,157	186,600	-	-
Total: Office of the Citizens' Representative	827,200	827,200	204,509	827,200	-	-



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
5.1.01. OFFICE OF THE CHILD AND YOUTH ADVOCATE						
01. Salaries	1,027,400	1,027,400	248,707	1,036,400	(9,000)	(9,000)
Operating Accounts:						
<i>Employee Benefits</i>	3,500	3,500	2,008	3,500	-	-
<i>Transportation and Communications</i>	65,400	65,400	15,721	65,400	-	-
<i>Supplies</i>	6,000	6,000	862	6,000	-	-
<i>Professional Services</i>	25,000	25,000	-	25,000	-	-
<i>Purchased Services</i>	165,900	165,900	134,868	165,900	-	-
<i>Property, Furnishings and Equipment</i>	4,000	4,000	5,386	4,000	-	-
02. Operating Accounts	269,800	269,800	158,845	269,800	-	-
Total: Office of the Child and Youth Advocate	1,297,200	1,297,200	407,552	1,306,200	(9,000)	(9,000)

1. Projected overrun related to unbudgeted costs of salary continuance due to position elimination in 2012-13.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures & Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
6.1.01. OFFICE OF THE INFORMATION AND PRIVACY COMMISSIONER						
01. Salaries	938,200	938,200	208,580	949,700	(11,500) ¹	(11,500)
<i>Employee Benefits</i>	4,500	4,500	1,790	4,500	-	-
<i>Transportation and Communications</i>	32,600	32,600	11,414	32,600	-	-
<i>Supplies</i>	10,300	10,300	1,432	10,300	-	-
<i>Professional Services</i>	40,000	40,000	4,790	40,000	-	-
<i>Purchased Services</i>	151,500	151,500	38,001	151,500	-	-
<i>Property, Furnishings and Equipment</i>	1,000	1,000	-	1,000	-	-
02. Operating Accounts	239,900	239,900	57,427	239,900	-	-
Total: Office of the Information and Commissioner	1,178,100	1,178,100	266,007	1,189,600	(11,500)	(11,500)
TOTAL LEGISLATURE (Excluding the Office of Auditor General)	21,136,300	21,136,300	5,737,233	21,809,624	(24,024)	(24,024)

1. Projected overrun related to unbudgeted costs of salary continuance due to position elimination in 2013-14.



OFFICE OF THE AUDITOR GENERAL
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2014 to 30 June 2014
Unaudited

	Original Estimates	Operating Budget	Actual Expenditures and Revenue	Projected Total Expenditures and Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
2.1.01. EXECUTIVE SUPPORT						
01. Salaries	226,500	226,500	50,590	226,500	-	-
01. Salaries (Statutory)	173,100	173,100	39,162	173,100	-	-
02. Employee Benefits	5,000	5,000	354	5,000	-	-
03. Transportation and Communications	20,200	20,200	1,994	20,200	-	-
05. Professional Services	5,000	5,000	3,434	5,000	-	-
06. Purchased Services	6,000	6,000	2,979	6,000	-	-
Total: Executive Support	435,800	435,800	98,513	435,800	-	-



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Jun-14 to 30-Jun-14

BALL, DWIGHT, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	9,888.00	1,648.00	3,296.00	6,592.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	254.00	0.00	0.00	254.00	0.0%
Office Operations	10,619.00	583.00	859.00	9,760.00	8.1%
Total Office Allowances		2,231.00	4,155.00		
Operational Resources					
Operational Resources	--	279.34	552.33	--	--
Total Operational Resources		279.34	552.33		
Travel & Living Allowances					
House in Session	--	3,859.33	6,795.76	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	10,619.00	0.00	0.00	10,619.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		3,859.33	6,795.76		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	60.68	2,594.32	2.3%
Total Constituency Allowance		0.00	60.68		
Total Expenditures					
		6,369.67	11,563.77		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Jun-14 to 30-Jun-14

BENNETT, CATHY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	885.00	0.00	0.00	885.00	0.0%
Office Operations	10,387.00	0.00	0.00	10,387.00	0.0%
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	144.10	263.90	--	--
Total Operational Resources		144.10	263.90		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,193.00	0.00	0.00	5,193.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,597.00	0.00	0.00	2,597.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures					
		144.10	263.90		

---- End of Report ----



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BENNETT, JIM, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	14,100.00	2,350.00	4,700.00	9,400.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	653.00	0.00	0.00	653.00	0.0%
Office Operations	10,619.00	148.98	1,248.44	9,370.56	11.8%
Total Office Allowances		2,498.98	5,948.44		
Operational Resources					
Operational Resources	--	420.28	816.07	--	--
Total Operational Resources		420.28	816.07		
Travel & Living Allowances					
House in Session	--	1,361.22	5,699.51	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	10,531.00	63.99	770.08	9,760.92	7.3%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		1,425.21	6,469.59		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		4,344.47	13,234.10		

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BRAZIL, DAVID, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	585.00	1,092.10	9,526.90	10.3%
Total Office Allowances		585.00	1,092.10		
Operational Resources					
Operational Resources	--	208.79	695.12	--	--
Total Operational Resources		208.79	695.12		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,814.00	355.41	928.42	5,885.58	13.6%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		355.41	928.42		
Constituency Allowance					
Constituency Allowance	2,655.00	140.16	407.07	2,247.93	15.3%
Total Constituency Allowance		140.16	407.07		
Total Expenditures		1,289.36	3,122.71		

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01-Jun-14 to 30-Jun-14

COLLINS, FELIX, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	420.00	490.00	10,129.00	4.6%
Total Office Allowances		420.00	490.00		
Operational Resources					
Operational Resources	--	230.81	441.83	--	--
Total Operational Resources		230.81	441.83		
Travel & Living Allowances					
House in Session	--	687.32	687.32	--	--
House Not in Session	--	483.06	483.06	--	--
Intra & Extra-Constituency Travel	10,177.00	0.00	0.00	10,177.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		1,170.38	1,170.38		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		1,821.19	2,102.21		

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COLLINS, SANDY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	12,000.00	2,000.00	4,000.00	8,000.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	0.00	18.39	10,600.61	0.2%
Total Office Allowances		2,000.00	4,018.39		
Operational Resources					
Operational Resources	--	308.69	726.44	--	--
Total Operational Resources		308.69	726.44		
Travel & Living Allowances					
House in Session	--	0.00	1,504.24	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	11,178.00	895.59	2,771.18	8,406.82	24.8%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		895.59	4,275.42		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	173.07	2,481.93	6.5%
Total Constituency Allowance		0.00	173.07		
Total Expenditures					
		3,204.28	9,193.32		

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CORNECT, TONY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	8,963.00	1,493.80	2,987.60	5,975.40	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	0.00	220.80	10,398.20	2.1%
Total Office Allowances		1,493.80	3,208.40		
Operational Resources					
Operational Resources	--	256.05	552.13	--	--
Total Operational Resources		256.05	552.13		
Travel & Living Allowances					
House in Session	--	4,687.68	12,179.46	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,018.00	298.23	298.23	5,719.77	5.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		4,985.91	12,477.69		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		6,735.76	16,238.22		

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CROSS, ELI, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	723.00	0.00	0.00	723.00	0.0%
Office Operations	10,619.00	68.61	143.02	10,475.98	1.3%
Total Office Allowances		68.61	143.02		
Operational Resources					
Operational Resources	--	208.01	414.35	--	--
Total Operational Resources		208.01	414.35		
Travel & Living Allowances					
House in Session	--	5,004.43	6,942.13	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,938.00	830.46	830.46	8,107.54	9.3%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		5,834.89	7,772.59		
Constituency Allowance					
Constituency Allowance	2,655.00	193.14	480.13	2,174.87	18.1%
Total Constituency Allowance		193.14	480.13		
Total Expenditures					
		6,304.65	8,810.09		

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CRUMMELL, DAN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	871.00	0.00	0.00	871.00	0.0%
Office Operations	10,619.00	0.00	0.00	10,619.00	0.0%
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	112.31	230.93	--	--
Total Operational Resources		112.31	230.93		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	0.00	0.00	5,310.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		112.31	230.93		

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DALLEY, DERRICK, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	12,000.00	2,000.00	4,000.00	8,000.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	1,206.14	1,561.14	9,057.86	14.7%
Total Office Allowances		3,206.14	5,561.14		
Operational Resources					
Operational Resources	--	416.52	880.36	--	--
Total Operational Resources		416.52	880.36		
Travel & Living Allowances					
House in Session	--	6,526.23	8,899.67	--	--
House Not in Session	--	626.41	626.41	--	--
Intra & Extra-Constituency Travel	8,673.00	208.58	357.94	8,315.06	4.1%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		7,361.22	9,884.02		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures					
		10,983.88	16,325.52		

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DAVIS, PAUL, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	602.39	1,735.05	8,883.95	16.3%
Total Office Allowances		602.39	1,735.05		
Operational Resources					
Operational Resources	--	141.98	258.28	--	--
Total Operational Resources		141.98	258.28		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	0.00	0.00	5,310.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	637.11	2,017.89	24.0%
Total Constituency Allowance		0.00	637.11		
Total Expenditures					
		744.37	2,630.44		

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DEMPSTER, LISA, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	13,860.00	2,310.00	4,620.00	9,240.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	324.00	0.00	0.00	324.00	0.0%
Office Operations	10,619.00	337.46	773.06	9,845.94	7.3%
Total Office Allowances		2,647.46	5,393.06		
Operational Resources					
Operational Resources	--	1,184.29	10,415.70	--	--
Total Operational Resources		1,184.29	10,415.70		
Travel & Living Allowances					
House in Session	--	7,045.95	12,079.39	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	22,655.00	646.02	669.81	21,985.19	3.0%
Helicopter Travel	18,584.00	0.00	0.00	18,584.00	0.0%
Total Travel & Living Allowances		7,691.97	12,749.20		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		11,523.72	28,557.96		

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DINN, JOHN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	60.00	90.00	10,529.00	0.8%
Total Office Allowances		60.00	90.00		
Operational Resources					
Operational Resources	--	165.28	377.75	--	--
Total Operational Resources		165.28	377.75		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,425.00	0.00	0.00	5,425.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		225.28	467.75		

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DUNDERDALE, KATHY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	--	0.00	0.00	--	--
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	22.00	114.41	--	--
Total Operational Resources		22.00	114.41		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	--	0.00	0.00	--	--
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	--	0.00	0.00	--	--
Total Constituency Allowance		0.00	0.00		
Total Expenditures		22.00	114.41		

---- End of Report ----



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EDMUNDS, RANDY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	2.00	0.00	0.00	2.00	0.0%
Office Operations	10,619.00	60.00	60.00	10,559.00	0.6%
Total Office Allowances		60.00	60.00		
Operational Resources					
Operational Resources	--	225.63	467.06	--	--
Total Operational Resources		225.63	467.06		
Travel & Living Allowances					
House in Session	--	2,229.49	12,626.16	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	18,319.00	0.00	230.03	18,088.97	1.3%
Helicopter Travel	9,292.00	0.00	0.00	9,292.00	0.0%
Total Travel & Living Allowances		2,229.49	12,856.19		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		2,515.12	13,383.25		

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FORSEY, CLAYTON, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	19,200.00	3,200.00	6,400.00	12,800.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	104.13	811.29	9,807.71	7.6%
Total Office Allowances		3,304.13	7,211.29		
Operational Resources					
Operational Resources	--	382.22	689.23	--	--
Total Operational Resources		382.22	689.23		
Travel & Living Allowances					
House in Session	--	2,100.23	5,055.25	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,938.00	94.32	933.55	8,004.45	10.4%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		2,194.55	5,988.80		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	107.77	2,547.23	4.1%
Total Constituency Allowance		0.00	107.77		
Total Expenditures		5,880.90	13,997.09		

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FRENCH, TERRY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	750.00	1,750.00	8,869.00	16.5%
Total Office Allowances		750.00	1,750.00		
Operational Resources					
Operational Resources	--	205.72	378.79	--	--
Total Operational Resources		205.72	378.79		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,425.00	0.00	0.00	5,425.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	67.42	2,587.58	2.5%
Total Constituency Allowance		0.00	67.42		
Total Expenditures					
		955.72	2,196.21		

---- End of Report ----



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Expenditures Summarized by Category
01-Jun-14 to 30-Jun-14

GRANTER, VAUGHN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	1,211.10	1,211.10	9,407.90	11.4%
Total Office Allowances		1,211.10	1,211.10		
Operational Resources					
Operational Resources	--	261.05	544.77	--	--
Total Operational Resources		261.05	544.77		
Travel & Living Allowances					
House in Session	--	2,309.34	5,729.56	--	--
House Not in Session	--	0.00	22.32	--	--
Intra & Extra-Constituency Travel	6,310.00	541.22	1,193.05	5,116.95	18.9%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		2,850.56	6,944.93		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures					
		4,322.71	8,700.80		

---- End of Report ----



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Newfoundland and Labrador
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Expenditures Summarized by Category
01-Jun-14 to 30-Jun-14

HEDDERSON, TOM, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	16,200.00	2,700.00	5,400.00	10,800.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	470.00	490.00	10,129.00	4.6%
Total Office Allowances		3,170.00	5,890.00		
Operational Resources					
Operational Resources	--	264.35	537.53	--	--
Total Operational Resources		264.35	537.53		
Travel & Living Allowances					
House in Session	--	2,716.59	7,154.25	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,106.00	0.00	315.60	5,790.40	5.2%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		2,716.59	7,469.85		
Constituency Allowance					
Constituency Allowance	2,655.00	169.16	244.83	2,410.17	9.2%
Total Constituency Allowance		169.16	244.83		
Total Expenditures		6,320.10	14,142.21		

---- End of Report ----



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01-Jun-14 to 30-Jun-14

HUNTER, RAY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	82.98	82.98	10,536.02	0.8%
Total Office Allowances		82.98	82.98		
Operational Resources					
Operational Resources	--	205.13	405.88	--	--
Total Operational Resources		205.13	405.88		
Travel & Living Allowances					
House in Session	--	2,208.37	4,833.94	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,524.00	121.67	219.55	8,304.45	2.6%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		2,330.04	5,053.49		
Constituency Allowance					
Constituency Allowance	2,655.00	134.45	309.39	2,345.61	11.7%
Total Constituency Allowance		134.45	309.39		
Total Expenditures		2,752.60	5,851.74		

---- End of Report ----



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Expenditures Summarized by Category
01-Jun-14 to 30-Jun-14

HUTCHINGS, KEITH, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	301.34	301.34	10,317.66	2.8%
Total Office Allowances		301.34	301.34		
Operational Resources					
Operational Resources	--	125.04	294.37	--	--
Total Operational Resources		125.04	294.37		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,938.00	124.99	294.62	8,643.38	3.3%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		124.99	294.62		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		551.37	890.33		

---- End of Report ----



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01-Jun-14 to 30-Jun-14

JACKMAN, CLYDE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	3,000.00	500.00	1,000.00	2,000.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	230.99	431.95	10,187.05	4.1%
Total Office Allowances		730.99	1,431.95		
Operational Resources					
Operational Resources	--	402.71	683.40	--	--
Total Operational Resources		402.71	683.40		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	7,257.00	0.00	0.00	7,257.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		1,133.70	2,115.35		

---- End of Report ----



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JOHNSON, CHARLENE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	20.00	20.00	10,599.00	0.2%
Total Office Allowances		20.00	20.00		
Operational Resources					
Operational Resources	--	746.88	937.06	--	--
Total Operational Resources		746.88	937.06		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	7,611.00	0.00	376.45	7,234.55	4.9%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	376.45		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	348.24	2,306.76	13.1%
Total Constituency Allowance		0.00	348.24		
Total Expenditures					
		766.88	1,681.75		

---- End of Report ----



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JOYCE, EDDIE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	18,595.00	3,099.10	6,198.20	12,396.80	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	94.00	0.00	0.00	94.00	0.0%
Office Operations	10,619.00	740.38	1,772.88	8,846.12	16.7%
Total Office Allowances		3,839.48	7,971.08		
Operational Resources					
Operational Resources	--	224.69	508.65	--	--
Total Operational Resources		224.69	508.65		
Travel & Living Allowances					
House in Session	--	7,820.11	11,637.16	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	11,062.00	1,609.51	1,743.49	9,318.51	15.8%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		9,429.62	13,380.65		
Constituency Allowance					
Constituency Allowance	2,655.00	458.89	532.81	2,122.19	20.1%
Total Constituency Allowance		458.89	532.81		
Total Expenditures					
		13,952.68	22,393.19		

---- End of Report ----



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KENT, STEVE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	1,104.99	1,154.99	9,464.01	10.9%
Total Office Allowances		1,104.99	1,154.99		
Operational Resources					
Operational Resources	--	315.99	445.77	--	--
Total Operational Resources		315.99	445.77		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	0.00	0.00	5,310.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		1,420.98	1,600.76		

---- End of Report ----



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KING, DARIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	11,879.00	1,979.80	3,959.60	7,919.40	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	0.00	442.41	10,176.59	4.2%
Total Office Allowances		1,979.80	4,402.01		
Operational Resources					
Operational Resources	--	362.82	904.56	--	--
Total Operational Resources		362.82	904.56		
Travel & Living Allowances					
House in Session	--	532.84	1,452.44	--	--
House Not in Session	--	208.67	1,433.92	--	--
Intra & Extra-Constituency Travel	10,619.00	0.00	291.34	10,327.66	2.7%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		741.51	3,177.70		
Constituency Allowance					
Constituency Allowance	2,655.00	55.74	306.32	2,348.68	11.5%
Total Constituency Allowance		55.74	306.32		
Total Expenditures					
		3,139.87	8,790.59		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
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Expenditures Summarized by Category
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KIRBY, DALE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	143.00	0.00	0.00	143.00	0.0%
Office Operations	10,619.00	1,626.98	1,836.98	8,782.02	17.3%
Total Office Allowances		1,626.98	1,836.98		
Operational Resources					
Operational Resources	--	165.12	331.51	--	--
Total Operational Resources		165.12	331.51		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	224.64	977.99	4,332.01	18.4%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		224.64	977.99		
Constituency Allowance					
Constituency Allowance	2,655.00	394.70	895.80	1,759.20	33.7%
Total Constituency Allowance		394.70	895.80		
Total Expenditures		2,411.44	4,042.28		

---- End of Report ----



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01-Jun-14 to 30-Jun-14

LANE, PAUL, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	651.00	0.00	0.00	651.00	0.0%
Office Operations	10,619.00	1,004.64	1,104.64	9,514.36	10.4%
Total Office Allowances		1,004.64	1,104.64		
Operational Resources					
Operational Resources	--	223.80	1,133.10	--	--
Total Operational Resources		223.80	1,133.10		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	474.98	1,124.94	4,185.06	21.2%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		474.98	1,124.94		
Constituency Allowance					
Constituency Allowance	2,655.00	193.36	626.38	2,028.62	23.6%
Total Constituency Allowance		193.36	626.38		
Total Expenditures					
		1,896.78	3,989.06		

---- End of Report ----



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01-Jun-14 to 30-Jun-14

LITTLE, GLEN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	17,820.00	2,970.00	5,940.00	11,880.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	9.00	0.00	0.00	9.00	0.0%
Office Operations	10,619.00	129.58	164.38	10,454.62	1.5%
Total Office Allowances		3,099.58	6,104.38		
Operational Resources					
Operational Resources	--	334.86	669.88	--	--
Total Operational Resources		334.86	669.88		
Travel & Living Allowances					
House in Session	--	1,078.93	3,875.77	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,938.00	138.61	444.88	8,493.12	5.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		1,217.54	4,320.65		
Constituency Allowance					
Constituency Allowance	2,655.00	90.61	224.39	2,430.61	8.5%
Total Constituency Allowance		90.61	224.39		
Total Expenditures		4,742.59	11,319.30		

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01-Jun-14 to 30-Jun-14

LITTLEJOHN, GLENN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	11,314.00	1,885.58	3,771.16	7,542.84	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	255.00	0.00	0.00	255.00	0.0%
Office Operations	10,619.00	868.88	868.88	9,750.12	8.2%
Total Office Allowances		2,754.46	4,640.04		
Operational Resources					
Operational Resources	--	247.10	623.52	--	--
Total Operational Resources		247.10	623.52		
Travel & Living Allowances					
House in Session	--	1,073.55	2,389.77	--	--
House Not in Session	--	0.00	82.33	--	--
Intra & Extra-Constituency Travel	6,814.00	1,368.68	1,436.38	5,377.62	21.1%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		2,442.23	3,908.48		
Constituency Allowance					
Constituency Allowance	2,655.00	50.39	134.51	2,520.49	5.1%
Total Constituency Allowance		50.39	134.51		
Total Expenditures					
		5,494.18	9,306.55		

---- End of Report ----



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MARSHALL, THOMAS, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	1,026.08	1,645.44	8,973.56	15.5%
Total Office Allowances		1,026.08	1,645.44		
Operational Resources					
Operational Resources	--	158.37	307.48	--	--
Total Operational Resources		158.37	307.48		
Travel & Living Allowances					
House in Session	--	5,317.49	5,317.49	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,575.00	0.00	0.00	5,575.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		5,317.49	5,317.49		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures					
		6,501.94	7,270.41		

---- End of Report ----



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MCGRATH, NICK, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	14,400.00	0.00	1,200.00	13,200.00	8.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	703.00	0.00	0.00	703.00	0.0%
Office Operations	10,619.00	80.00	96.00	10,523.00	0.9%
Total Office Allowances		80.00	1,296.00		
Operational Resources					
Operational Resources	--	219.62	480.60	--	--
Total Operational Resources		219.62	480.60		
Travel & Living Allowances					
House in Session	--	3,547.85	9,687.76	--	--
House Not in Session	--	0.00	428.72	--	--
Intra & Extra-Constituency Travel	5,961.00	0.00	0.00	5,961.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		3,547.85	10,116.48		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures		3,847.47	11,893.08		

---- End of Report ----



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MICHAEL, LORRAINE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	245.46	821.46	9,797.54	7.7%
Total Office Allowances		245.46	821.46		
Operational Resources					
Operational Resources	--	281.95	437.09	--	--
Total Operational Resources		281.95	437.09		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	39.90	71.23	5,238.77	1.3%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		39.90	71.23		
Constituency Allowance					
Constituency Allowance	2,655.00	5.14	5.14	2,649.86	0.2%
Total Constituency Allowance		5.14	5.14		
Total Expenditures		572.45	1,334.92		

---- End of Report ----



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Expenditures Summarized by Category
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MITCHELMORE, CHRISTOPHER, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	18.00	0.00	0.00	18.00	0.0%
Office Operations	10,619.00	124.85	124.85	10,494.15	1.2%
Total Office Allowances		124.85	124.85		
Operational Resources					
Operational Resources	--	373.91	790.99	--	--
Total Operational Resources		373.91	790.99		
Travel & Living Allowances					
House in Session	--	7,325.52	13,872.35	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	9,541.00	511.58	1,656.95	7,884.05	17.4%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		7,837.10	15,529.30		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	102.27	2,552.73	3.9%
Total Constituency Allowance		0.00	102.27		
Total Expenditures		8,335.86	16,547.41		

---- End of Report ----



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MURPHY, GEORGE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	92.00	0.00	0.00	92.00	0.0%
Office Operations	10,619.00	0.00	30.98	10,588.02	0.3%
Total Office Allowances		0.00	30.98		
Operational Resources					
Operational Resources	--	165.02	331.97	--	--
Total Operational Resources		165.02	331.97		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	0.00	214.70	5,095.30	4.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	214.70		
Constituency Allowance					
Constituency Allowance	2,655.00	111.58	205.31	2,449.69	7.7%
Total Constituency Allowance		111.58	205.31		
Total Expenditures					
		276.60	782.96		

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O'BRIEN, KEVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	820.24	1,239.24	9,379.76	11.7%
Total Office Allowances		820.24	1,239.24		
Operational Resources					
Operational Resources	--	237.92	525.08	--	--
Total Operational Resources		237.92	525.08		
Travel & Living Allowances					
House in Session	--	3,718.24	10,328.65	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,814.00	521.33	1,336.74	5,477.26	19.6%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		4,239.57	11,665.39		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	95.79	2,559.21	3.6%
Total Constituency Allowance		0.00	95.79		
Total Expenditures					
		5,297.73	13,525.50		

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OSBORNE, TOM, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	0.00	0.00	10,619.00	0.0%
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	404.55	600.76	--	--
Total Operational Resources		404.55	600.76		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	0.00	0.00	5,310.00	0.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures					
		404.55	600.76		

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PARSONS, ANDREW, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	12,000.00	2,000.00	4,000.00	8,000.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	813.00	0.00	0.00	813.00	0.0%
Office Operations	10,619.00	379.09	1,454.89	9,164.11	13.7%
Total Office Allowances		2,379.09	5,454.89		
Operational Resources					
Operational Resources	--	618.10	967.85	--	--
Total Operational Resources		618.10	967.85		
Travel & Living Allowances					
House in Session	--	4,632.77	12,244.98	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	10,000.00	575.51	1,637.00	8,363.00	16.4%
Helicopter Travel	18,584.00	0.00	0.00	18,584.00	0.0%
Total Travel & Living Allowances		5,208.28	13,881.98		
Constituency Allowance					
Constituency Allowance	2,655.00	89.64	259.52	2,395.48	9.8%
Total Constituency Allowance		89.64	259.52		
Total Expenditures					
		8,295.11	20,564.24		

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PARSONS, KEVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	234.71	234.71	10,384.29	2.2%
Total Office Allowances		234.71	234.71		
Operational Resources					
Operational Resources	--	237.51	436.87	--	--
Total Operational Resources		237.51	436.87		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,372.00	192.35	192.35	6,179.65	3.0%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		192.35	192.35		
Constituency Allowance					
Constituency Allowance	2,655.00	189.69	189.69	2,465.31	7.1%
Total Constituency Allowance		189.69	189.69		
Total Expenditures		854.26	1,053.62		

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PEACH, CALVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	422.85	1,175.60	9,443.40	11.1%
Total Office Allowances		422.85	1,175.60		
Operational Resources					
Operational Resources	--	233.01	699.48	--	--
Total Operational Resources		233.01	699.48		
Travel & Living Allowances					
House in Session	--	1,389.31	4,002.60	--	--
House Not in Session	--	388.71	620.18	--	--
Intra & Extra-Constituency Travel	11,593.00	665.66	2,480.84	9,112.16	21.4%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		2,443.68	7,103.62		
Constituency Allowance					
Constituency Allowance	2,655.00	77.20	172.27	2,482.73	6.5%
Total Constituency Allowance		77.20	172.27		
Total Expenditures					
		3,176.74	9,150.97		

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PERRY, TRACEY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	9,492.00	1,582.00	3,164.00	6,328.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	297.18	1,069.43	9,549.57	10.1%
Total Office Allowances		1,879.18	4,233.43		
Operational Resources					
Operational Resources	--	1,097.41	1,668.40	--	--
Total Operational Resources		1,097.41	1,668.40		
Travel & Living Allowances					
House in Session	--	4,652.19	9,321.82	--	--
House Not in Session	--	0.00	409.21	--	--
Intra & Extra-Constituency Travel	14,425.00	262.87	438.31	13,986.69	3.0%
Helicopter Travel	21,770.00	0.00	0.00	21,770.00	0.0%
Total Travel & Living Allowances		4,915.06	10,169.34		
Constituency Allowance					
Constituency Allowance	2,655.00	122.29	122.29	2,532.71	4.6%
Total Constituency Allowance		122.29	122.29		
Total Expenditures					
		8,013.94	16,193.46		

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POLLARD, KEVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	12,000.00	2,000.00	4,000.00	8,000.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	259.29	478.18	10,140.82	4.5%
Total Office Allowances		2,259.29	4,478.18		
Operational Resources					
Operational Resources	--	279.06	556.22	--	--
Total Operational Resources		279.06	556.22		
Travel & Living Allowances					
House in Session	--	3,262.03	7,951.80	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	10,487.00	649.36	811.31	9,675.69	7.7%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		3,911.39	8,763.11		
Constituency Allowance					
Constituency Allowance	2,655.00	269.72	354.54	2,300.46	13.4%
Total Constituency Allowance		269.72	354.54		
Total Expenditures					
		6,719.46	14,152.05		

---- End of Report ----



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ROGERS, GERRY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	1,657.24	2,097.46	8,521.54	19.8%
Total Office Allowances		1,657.24	2,097.46		
Operational Resources					
Operational Resources	--	240.56	493.67	--	--
Total Operational Resources		240.56	493.67		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	5,310.00	31.25	37.50	5,272.50	0.7%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		31.25	37.50		
Constituency Allowance					
Constituency Allowance	2,655.00	254.21	433.99	2,221.01	16.3%
Total Constituency Allowance		254.21	433.99		
Total Expenditures		2,183.26	3,062.62		

---- End of Report ----



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RUSSELL, KEITH, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	679.00	0.00	0.00	679.00	0.0%
Office Operations	10,619.00	535.00	535.00	10,084.00	5.0%
Total Office Allowances		535.00	535.00		
Operational Resources					
Operational Resources	--	287.66	577.79	--	--
Total Operational Resources		287.66	577.79		
Travel & Living Allowances					
House in Session	--	6,029.05	12,415.08	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	7,080.00	263.65	263.65	6,816.35	3.7%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		6,292.70	12,678.73		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	99.78	2,555.22	3.8%
Total Constituency Allowance		0.00	99.78		
Total Expenditures		7,115.36	13,891.30		

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SHEA, JOAN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	0.00	0.00	10,619.00	0.0%
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	224.40	1,389.66	--	--
Total Operational Resources		224.40	1,389.66		
Travel & Living Allowances					
House in Session	--	6,889.93	9,142.06	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,814.00	150.48	150.48	6,663.52	2.2%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		7,040.41	9,292.54		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	0.00	2,655.00	0.0%
Total Constituency Allowance		0.00	0.00		
Total Expenditures					
		7,264.81	10,682.20		

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SLADE, SAM, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	14,900.00	2,483.34	4,966.68	9,933.32	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	586.00	179.99	179.99	406.01	30.7%
Office Operations	10,619.00	0.00	488.65	10,130.35	4.6%
Total Office Allowances		2,663.33	5,635.32		
Operational Resources					
Operational Resources	--	353.55	684.91	--	--
Total Operational Resources		353.55	684.91		
Travel & Living Allowances					
House in Session	--	2,001.27	3,251.74	--	--
House Not in Session	--	100.63	328.67	--	--
Intra & Extra-Constituency Travel	6,814.00	256.21	369.65	6,444.35	5.4%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		2,358.11	3,950.06		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	118.09	2,536.91	4.4%
Total Constituency Allowance		0.00	118.09		
Total Expenditures		5,374.99	10,388.38		

---- End of Report ----



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SULLIVAN, SUSAN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	7,488.00	1,248.00	2,496.00	4,992.00	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	1,891.48	2,520.19	8,098.81	23.7%
Total Office Allowances		3,139.48	5,016.19		
Operational Resources					
Operational Resources	--	256.51	781.09	--	--
Total Operational Resources		256.51	781.09		
Travel & Living Allowances					
House in Session	--	6,032.41	6,645.05	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,053.00	0.00	837.12	7,215.88	10.4%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		6,032.41	7,482.17		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	122.10	2,532.90	4.6%
Total Constituency Allowance		0.00	122.10		
Total Expenditures					
		9,428.40	13,401.55		

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01-Jun-14 to 30-Jun-14

VERGE, WADE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	--	0.00	0.00	--	--
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	178.75	1,334.48	9,284.52	12.6%
Total Office Allowances		178.75	1,334.48		
Operational Resources					
Operational Resources	--	1,182.08	1,582.66	--	--
Total Operational Resources		1,182.08	1,582.66		
Travel & Living Allowances					
House in Session	--	3,703.52	5,847.94	--	--
House Not in Session	--	0.00	492.20	--	--
Intra & Extra-Constituency Travel	8,142.00	134.37	1,369.83	6,772.17	16.8%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		3,837.89	7,709.97		
Constituency Allowance					
Constituency Allowance	2,655.00	207.56	207.56	2,447.44	7.8%
Total Constituency Allowance		207.56	207.56		
Total Expenditures					
		5,406.28	10,834.67		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Jun-14 to 30-Jun-14

WISEMAN, ROSS, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2014/15 (Net of HST)	Expenditures Processed 01-Jun-14 to 30-Jun-14 (Net of HST)	Expenditures Year to Date 01-Apr-14 to 30-Jun-14 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	18,080.00	3,013.34	6,026.68	12,053.32	33.3%
Rental of Short-term Accommodations	--	0.00	0.00	--	--
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	10,619.00	387.27	422.07	10,196.93	4.0%
Total Office Allowances		3,400.61	6,448.75		
Operational Resources					
Operational Resources	--	212.61	543.53	--	--
Total Operational Resources		212.61	543.53		
Travel & Living Allowances					
House in Session	--	355.41	972.50	--	--
House Not in Session	--	0.00	537.30	--	--
Intra & Extra-Constituency Travel	7,257.00	366.27	932.27	6,324.73	12.8%
Helicopter Travel	--	0.00	0.00	--	--
Total Travel & Living Allowances		721.68	2,442.07		
Constituency Allowance					
Constituency Allowance	2,655.00	100.76	135.05	2,519.95	5.1%
Total Constituency Allowance		100.76	135.05		
Total Expenditures		4,435.66	9,569.40		

---- End of Report ----

House of Assembly Management Commission

Briefing Note

Title: Letter of Appeal - Member for Burin-Placentia West

Issue: Appeal of Claim Ruling - 60 Day Submission Deadline

Background:

- The Member for Burin-Placentia West is appealing the denial of payment by Corporate and Members' Services Division of certain allowable expenses incurred by the Member as the expenditures were incurred more than 60 days prior to the claim being made.
- Subsection 7(6) of the *Members Resources and Allowances Rules* states that
 - (6) *A claim against an allowance for payment or reimbursement shall not be made more than 60 days after the date on which the expenditure was made.*
- Subsections 24(1), 24(8) and 24(9) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) state:
 - 24(1) *Where a member incurs an expense and a claim for reimbursement, or payment has been rejected by an officer or staff member of the House of Assembly service, or the member is unsure as to whether an expense, if incurred, will qualify for reimbursement or payment, he or she may request a ruling from the speaker.*
 - (8) *Where the ruling of the speaker is that the expenditure does not comply with the rules and directives of the commission, the member may appeal that ruling to the commission and, after giving the member an opportunity to make a submission in writing in support of the appeal, the commission may decide to reverse, uphold or modify the ruling of the speaker, and the decision of the commission is final.*
 - (9) *Notwithstanding that an expense claim has been denied by an officer, staff member or the speaker, in accordance with the rules, where there is an appeal to the commission under this section and the commission determines that that claimed expense amount*

- (a) *has been incurred by the member; and*
- (b) *is a permitted expense under the Act and rules; and*
- (c) *does not exceed an expense amount or allowance allocation permitted under the rules,*

and a denial of payment of the expense amount would, in the opinion of the commission, be unjust, the commission may approve the expenditure for the claimed expense to the extent that the commission considers to be just and the decision of the commission is final.

- The expenses submitted, totaling \$681.00 and \$59.65 have been reviewed by the Corporate and Members' Services Division and are permitted expenses under the *Members' Resources and Allowances Rules*.
- The attached letter from Member for Burin-Placentia West provides further details.

Analysis:

Legal Consultation:

Not applicable.

Internal Consultation(s):

Not applicable.

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Not applicable.

Legislative Impact:

Not applicable.

Options:

1. Approve the payment of expenses totaling \$681.00 and \$59.65 for the Member for Bruin-Placentia West.
2. Deny the payment of expenses totaling \$681.00 and \$59.65 for the Member for Burin-Placentia West.

Status:

- Not applicable.

Action Required:

- The decision of the Commission is requested.

Prepared by: Bobbi Russell

Approved by: Sandra Barnes

Date: October 6, 2014

Attachments:

1. Letter from the Member for Burin-Placentia West to the Speaker.
2. Letter from the Speaker to the Member for Burin-Placentia West.

September 3rd, 2014

Honorable Ross Wiseman
Speaker's Office
1st Floor, East Block, Confed. Bldg.
P.O. Box 8700
St. John's, NL
A1B 4J6

Dear Mr. Wiseman

Please accept this letter as a formal appeal for expenses on claims MECMS375926 and MECMS375918 that I submitted to Corporate and Members' Services. The expenses that I ask for your consideration are in the amounts of \$681.00 and \$59.65. It was rejected because it was not submitted within the 60 day time frame that is allotted. The reason for the late submission is due to an oversight during the transition phase of one Executive Assistant leaving and another starting new.

Please consider reimbursement of these expenses to the Management Commission. I look forward to your response. Thank you.

Sincerely,



Clyde Jackman
MHA District of Burin – Placentia West
(709) 729-3124



HOUSE OF ASSEMBLY
Newfoundland and Labrador
OFFICE OF THE SPEAKER

Minister Clyde Jackman
1st Floor, West Block
P.O. Box 8700
St. John's, NL
A1B 4J6

September 5, 2014

Dear Mr. ^{Clyde} Jackman:

I am writing in response to your letter of September 3rd, 2014 regarding expense claim's (MECMS375926 and MECMS375918) for the amounts of \$681.00 & \$59.65 that was submitted past the required 60-day deadline.

The process for Members to follow respecting allowance use is outlined in Section 24 of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) and involves the Speaker, in the first instance, with the Commission having the final authority. Subsection 24(4) of the Act states that the Speaker's approval confirms that an expenditure complies with the Rules of the Commission.

Given the provisions of Subsection 7(6) of the Rules it is not possible for me to state that the expenditures are in compliance with the Rule. The next step, therefore, is for you to request that the issue be brought to the House of Assembly Management Commission for a final decision.

Please note I will accept your correspondence as an official appeal to the Commission and will arrange that it be included on the agenda of an upcoming meeting.

Regards,

ROSS WISEMAN, MHA
Speaker of the House of Assembly

c.c Ms. Wanda Lee Mercer, Chief Financial Officer

House of Assembly Management Commission

Briefing Note

Title: Letter of Appeal – Member for Cartwright-L’Anse au Clair

Issue: Payment of Allowance for Travel on Unpaved Roads - 2013-14 Fiscal Year

Background:

- Subsection 40(6) of the *Members Resources and Allowances Rules* (the Rules) states that:

(6) The member for the electoral district of Cartwright-L’Anse au Clair and the members of those other electoral districts as may be designated by directive of the commission are entitled, on filing an affidavit with the speaker verifying that the member has travelled in her or his private vehicle in excess of 5,000 kilometres on unpaved roads on constituency business, to payment of a sum of \$1,000 annually to be paid toward deterioration of the vehicle.

- The Member for Cartwright-L’Anse au Clair only recently became aware of her entitlement to this allowance. The Member filed an affidavit with the Speaker verifying her travel on unpaved roads for the 2014-15 fiscal year and the annual allowance of \$1000 was paid.
- Having travelled in excess of this amount in the previous year, the Member also filed an affidavit with the Speaker to verify the annual travel on unpaved roads for the 2013-14 fiscal year. The Member was advised that the allowance could not be paid as the payment related to the previous fiscal year.

- Subsection 7(2) of the *Members Resources and Allowances Rules* states that:

(2) A claim against an allowance for a payment or reimbursement shall be made in respect of the fiscal year in which the expenditure was made or incurred, and shall be submitted and received by the clerk not more than 30 days after the end of that fiscal year.

- Subsections 24(1), 24(8) and 24(9) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) state:

24(1) *Where a member incurs an expense and a claim for reimbursement, or payment has been rejected by an officer or staff member of the House of Assembly service, or the member is unsure as to whether an expense, if incurred, will qualify for reimbursement or payment, he or she may request a ruling from the speaker.*

(8) *Where the ruling of the speaker is that the expenditure does not comply with the rules and directives of the commission, the member may appeal that ruling to the commission and, after giving the member an opportunity to make a submission in writing in support of the appeal, the commission may decide to reverse, uphold or modify the ruling of the speaker, and the decision of the commission is final.*

(9) *Notwithstanding that an expense claim has been denied by an officer, staff member or the speaker, in accordance with the rules, where there is an appeal to the commission under this section and the commission determines that that claimed expense amount*

(a) has been incurred by the member; and

(b) is a permitted expense under the Act and rules; and

(c) does not exceed an expense amount or allowance allocation permitted under the rules,

and a denial of payment of the expense amount would, in the opinion of the commission, be unjust, the commission may approve the expenditure for the claimed expense to the extent that the commission considers to be just and the decision of the commission is final.

- The Member for Cartwright-L'Anse au Clair is requesting that she be paid the car allowance for travel on unpaved roads related to the 2013-14 fiscal year. The attached letter from the Member provides further details.

Analysis:

Legal Consultation:

Not applicable.

Internal Consultation(s):

Not applicable.

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Savings of \$1000 will need to be identified in 2014/15 Members' Resources – Salaries.

Legislative Impact:

Not applicable.

Options:

1. Approve payment of the car allowance in the amount of \$1000 for travel on unpaved roads for the Member for Cartwright-L'Anse au Clair related to the 2013-14 fiscal year.
2. Deny the payment of the car allowance in the amount of \$1000 for travel on unpaved roads for the Member for Cartwright-L'Anse au Clair related to the 2013-14 fiscal year.

Status:

- Not applicable.

Action Required:

- The decision of the Commission is requested.

Prepared by: Bobbi Russell

Approved by: Sandra Barnes

Date: October 6, 2014

Attachments:

1. Correspondence from Member for Cartwright-L'Anse au Clair to Speaker.

From: Dempster, Lisa <LisaDempster@gov.nl.ca>
Sent: Thursday, August 28, 2014 5:26 PM
To: Wiseman, Ross
Cc: Ryland, Michelle
Subject: Letter of Appeal

Good Mr. Speaker

Recently upon reviewing Members Resources and allowance rules I learned that I was entitled to \$1000 annually for driving on a gravel road if my travel surpassed 9000 klms. I have since filled out the application and applied for this year. I also in the process with this new information submitted an affidavit respecting my travel on gravel road for the 2013/2014 year.

I received a note from Corporate & Members' Services advising they are unable to pay the \$1,000 for the 2013-14 fiscal year as this payment relates to the previous fiscal year. I was however advised that I may write and request an appeal of this decision to the Speaker.

Mr. Speaker I have driven well in excess of 18,000 klms on a very treacherous gravel in the short period of time since I have been elected. I have submitted my log book to HOA supporting same. As you can appreciate my 2012 vehicle have greatly deteriorated from this extensive wear, and regular costly trips to the garage support this claim. I have a large district to cover from L'Anse au Clair in the South to Cartwright in the North, and with more than half being gravel road I am happy to see that the rules within the HOA have made allowance to compensate a little for this.

It is for the reasons outlined in this letter that I respectfully request I be compensated for the 2013-2014 year and be granted approval to receive the \$1000 for the last fiscal year.

Thank you and I trust you are having a good summer.

Lisa Dempster, MHA

Cartwright L'Anse au Clair
1 800 286 9118

Office of the Official Opposition
House of Assembly - Newfoundland & Labrador
P.O. Box 8700, 100 Prince Phillip Drive
St. John's NL A1B 4J6

From: Barnes, Sandra M.
Sent: Friday, September 12, 2014 4:30 PM
To: Dempster, Lisa
Cc: Keefe, Marie
Subject: RE: Letter of Appeal

Hi Lisa

The former Speaker approved your claim for the 2014-15 and it has been sent to payroll for processing.

The 2013-14 claim since it belongs to a prior period needs to go to the Management Commission for approval. Did you send in any documentation for this one? Please let me know and we will KIV it for the next Commission meeting.

Sandra

Sandra Barnes
Clerk of the House of Assembly

House of Assembly Management Commission

Briefing Note

Title: Letter of Appeal – Member for Cape St. Francis

Issue: Payment of Invoice from Previous Fiscal Year (2013-14)

Background:

- The Member for Cape St. Francis is appealing the denial of payment by Corporate and Members' Services Division of certain allowable expenses incurred by the Member. These expenditures were incurred in the 2013-14 fiscal year, but the invoice was not submitted for payment within 30 days of the end of that year.

- Subsection 7(2) of the *Members Resources and Allowances Rules* states that

(2) A claim against an allowance for a payment or reimbursement shall be made in respect of the fiscal year in which the expenditure was made or incurred, and shall be submitted and received by the clerk not more than 30 days after the end of that fiscal year.

- Subsections 24(1), 24(8) and 24(9) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) state:

24(1) Where a member incurs an expense and a claim for reimbursement, or payment has been rejected by an officer or staff member of the House of Assembly service, or the member is unsure as to whether an expense, if incurred, will qualify for reimbursement or payment, he or she may request a ruling from the speaker.

(8) Where the ruling of the speaker is that the expenditure does not comply with the rules and directives of the commission, the member may appeal that ruling to the commission and, after giving the member an opportunity to make a submission in writing in support of the appeal, the commission may decide to reverse, uphold or modify the ruling of the speaker, and the decision of the commission is final.

(9) Notwithstanding that an expense claim has been denied by an officer, staff member or the speaker, in accordance with the rules,

where there is an appeal to the commission under this section and the commission determines that that claimed expense amount

- (a) has been incurred by the member; and*
- (b) is a permitted expense under the Act and rules; and*
- (c) does not exceed an expense amount or allowance allocation permitted under the rules,*

and a denial of payment of the expense amount would, in the opinion of the commission, be unjust, the commission may approve the expenditure for the claimed expense to the extent that the commission considers to be just and the decision of the commission is final.

- The invoice submitted, totaling \$1,801.22 has been reviewed by the Corporate and Members' Services Division and contains permitted expenses under the *Members' Resources and Allowances Rules*.
- While there were sufficient funds remaining in the Member's allocation to pay the invoice had it been submitted in the 2013-14 fiscal year, the expenses cannot be charged to the Member's expense allocation for that year because they were not submitted by the deadline of April 30, 2014.
- Should the Commission approve payment of this invoice; the expenses will be charged to the Member's expense allocation for the current fiscal year (2014-15).
- The attached letter from the Member for Cape St. Francis provides further details.

Analysis:

Legal Consultation:

Not applicable.

Internal Consultation(s):

Not applicable.

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Not applicable.

Legislative Impact:
Not applicable.

Options:

1. Approve the payment of expenses totaling \$1,801.22 for the Member for Cape St. Francis with the expenses to be paid within the appropriate allocation for the 2014-15 fiscal year.
2. Deny the payment of expenses totaling \$1,801.22 for the Member for Cape St. Francis.

Status:

- Not applicable.

Action Required:

- The decision of the Commission is requested.

Prepared by: Bobbi Russell

Approved by: Sandra Barnes

Date: October 6, 2014

Attachments:

1. Letter from the Member for Cape St. Francis to the Speaker.
2. Letter from the Speaker to the Member for Cape St. Francis.



HOUSE OF ASSEMBLY
Newfoundland and Labrador

KEVIN PARSONS, M.H.A.
District of Cape St. Francis

25 September 2014

Office of Speaker of the House of Assembly
P.O Box 8700
Confederation Building
St Johns NL
A1B 4J6

Re: An invoice for The Hub has been rejected by Corporate and Members' Services as the expenditures relate to the 2013-14 fiscal year. Invoice number 20378 for printing of flyers.

Dear Mr. Speaker;

We have found ourselves in position through human error, miscommunication of direction of an invoice for services done for District of Cape St Francis by The Hub Printing shop.

We were unaware that no invoice was received by Corporate Members until September 2014. So at this point the following will apply to the invoice # 20378.

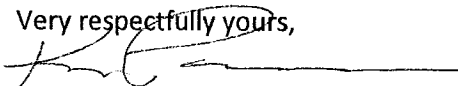
The invoice for The Hub has been rejected by Corporate and Members' Services as the expenditures relate to the 2013-14 fiscal year.

Subsections 7(2) and 7(3) of the *Members' Resources and Allowances Rules* states that: (2) "a claim against an allowance for a payment or reimbursement shall be made in respect of the fiscal year in which the expenditure was made or incurred, and shall be submitted and received by the clerk not more than 30 days after the end of that fiscal year." (3) an expenditure shall be considered to have been made or incurred when the goods and services to which that expenditure relates have been received.

This is unfortunate; the Hub has made as many as at least four attempts as far as March 25th latest attempts September 23, 2014. The Hub feels somewhere the invoice was misplaced through the system because they are confident it was forward to the normal process. I also sent the requisition to the department with quote March 2014.

It is our goal to have this invoice paid as our past with the Hub has been nothing less than perfect.

Very respectfully yours,


Kevin Parsons



HOUSE OF ASSEMBLY
Newfoundland and Labrador

OFFICE OF THE SPEAKER

October 7, 2014

Kevin Parsons, MHA
District of Cape St. Francis

Dear Mr. Parsons:

I am writing in response to your letter of September 25, 2014 regarding an invoice in the amount of \$1,801.22 for expenses incurred in the 2013-14 fiscal year that was not submitted for reimbursement within 30 days of the end of that year.

The process for Members to follow respecting allowance use is outlined in Section 24 of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) and involves the Speaker, in the first instance, with the Commission having the final authority. Subsection 24(4) of the Act states that the Speaker's approval confirms that the expenditures comply with the *Members' Resources and Allowances Rules* (the Rules).

Given the provisions of Subsection 7(2) of the Rules, it is not possible for me to state that the expenditures are in compliance with that Rule. The next step, therefore, is for you to request that the issue be brought to the House of Assembly Management Commission for a final decision.

Please note I will accept your correspondence as an official appeal to the Commission and will arrange that it be included on the agenda of an upcoming meeting.

Regards,

A handwritten signature in black ink, appearing to read 'W. Verge'.

WADE VERGE, MHA
Speaker of the House of Assembly

c.c. Ms. Wanda Lee Mercer, Chief Financial Officer

House of Assembly Management Commission

Briefing Note

Title: Letter of Appeal – Member for Bay of Islands

Issue: Appeal of Claim Ruling – Advertising Expense

Background:

- The Member for Bay of Islands is appealing the denial of payment by Corporate and Members' Services Division of an expense claim containing an advertising expense incurred by the Member. The Member purchased an advertisement in recognition of an event held in his constituency, but the advertisement did not contain the Member's contact information. It also contained wording that stated the advertisement was a sponsorship (see Attachment 1).
- The advertising expense, totaling \$750.00, was for the purchase of an advertisement which appeared on a hole in the Steers Insurance Charity Golf Tournament, an event held in the Member's constituency. The Member had asked the organizers to include the contact information, but it was not included when the advertisement appeared.
- MHAs are permitted to conduct advertising provided it complies with the provisions of the Advertising Policy for Members of the House of Assembly dated March 2011 (the Policy). Subsection 3.2 (Principles) of the Policy states:

"The Member must ensure that all advertising:

- *Is incurred in the conduct of constituency business;*
- *Includes contact information to assist constituents."*
- Print advertisements are eligible under the Advertising Policy provided they comply with the provisions of Subsection 4.1 (see below). Under 4.1.2 it specifically states that costs should not represent a donation to the organization.

"4.1.1 Newspapers/Magazines/Other Publications

- *The standard "business card" format is the most appropriate format to be used for recurring messages; and*
- *Advertisements should be in black and white (unless the medium is predominantly color).*

4.1.2 Event Programs, Calendars, Other Not-for-Profit Publications

- *Circulation should target all households or a significant group or segment of the Member's Constituents;*

- *The standard “business card” format is the most appropriate form;*
 - *Advertisements should be in black and white (unless the medium is predominantly color); and*
 - *Costs should be reasonable in relation to the type of advertising and should be generally comparable to commercial rates, that is, the cost should not represent a donation to the organization.”*
- Advertising in recognition of special events is permitted as per subsection 5.1 (Types of Messages) of the Policy, which states:

“Recognition of special events/celebrations of constituency level significance.”

- Subsection 46(4) of the *Members’ Resources and Allowances Rules* outlines provisions with respect to expenses related to constituency work. Paragraph 46(4)(d) and 46(4)(e) of the Rules states that:

(4) *The following types of expenses shall not be reimbursed:*

- (d) *sponsorships of individuals or groups;*
- (e) *donations;*

- Subsections 24(1), 24(8) and 24(9) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) state:

24(1) *Where a member incurs an expense and a claim for reimbursement, or payment has been rejected by an officer or staff member of the House of Assembly service, or the member is unsure as to whether an expense, if incurred, will qualify for reimbursement or payment, he or she may request a ruling from the speaker.*

(8) *Where the ruling of the speaker is that the expenditure does not comply with the rules and directives of the commission, the member may appeal that ruling to the commission and, after giving the member an opportunity to make a submission in writing in support of the appeal, the commission may decide to reverse, uphold or modify the ruling of the speaker, and the decision of the commission is final.*

(9) *Notwithstanding that an expense claim has been denied by an officer, staff member or the speaker, in accordance with the rules, where there is an appeal to the commission under this section and the commission determines that that claimed expense amount*

- (a) *has been incurred by the member; and*

- (b) *is a permitted expense under the Act and rules; and*
- (c) *does not exceed an expense amount or allowance allocation permitted under the rules,*

and a denial of payment of the expense amount would, in the opinion of the commission, be unjust, the commission may approve the expenditure for the claimed expense to the extent that the commission considers to be just and the decision of the commission is final.

- Following a review of the expense by the Corporate and Members' Services Division, it has been determined it is not eligible for reimbursement as it does not comply with the provisions of the Advertising Policy (subsections 3.2 and 4.1.2), as well as subsection 46(4) of the *Members' Resources and Allowances Rules*.
- The attached letter from the Member for Bay of Islands provides further details.

Analysis:

Legal Consultation:

Not applicable.

Internal Consultation(s):

Corporate and Members' Services Division

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Not applicable.

Legislative Impact:

Not applicable.

Options:

1. Approve the payment of the advertising expense totaling \$750.00 for the Member for Bay of Islands.
2. Deny the payment of the advertising expense totaling \$750.00 for the Member for Bay of Islands.

Status:

- Not applicable.

Action Required:

- The decision of the Commission is requested.

Prepared by: Bobbi Russell

Approved by: Sandra Barnes

Date: October 15, 2014

Attachments:

1. Copy of advertisement.
2. Correspondence from the Member for Bay of Islands to the Speaker.
3. Correspondence from the Speaker to the Member for Bay of Islands.

Miss Holes Sponsored by:

EDDIE JOYCE
WINA

 Steer's Insurance Golf Tournament



HOUSE OF ASSEMBLY
Newfoundland and Labrador

EDDIE JOYCE, M.H.A.
District of Bay of Islands

October 15, 2014

Hon. Wade Verge, Speaker
House of Assembly
P.O.Box 3700
St. John's, NL
A1B 4J6

Dear Mr. Verge:

Re: **MECMS392548**

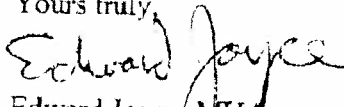
The above referenced claim in the amount of \$750.00 for an ad was rejected by Corporate and Members Services Division because the contact information was not included in the advertisement for the Steer's Charity Golf Event.

I am requesting consideration for payment of this ad and that this letter serve as an official appeal to the House of Assembly Management Commission for re-imbusement of this expense. I am attaching an email which was sent to the organizer on July 21, 2014 advising what contact information was to be included on the ad/ poster. Prior to this, the organizers were advised verbally, both by myself and my Constituency Assistant, that our contact information must be included on any advertising. Unfortunately, the organizer did not include the information on the signage and we were not aware until we received a copy of the signage after the event.

Again, the organizers were advised on separate occasions that our contact information must be included but, unfortunately, they did not do as instructed.

Thank you for your time and I await your reply.

Yours truly,


Edward Joyce MHA
Bay of Islands District

Encl.

Bolt, Judy

From: Bolt, Judy
Sent: Monday, July 21, 2014 10:53 AM
To: 'jpower'
Subject: RE:
Attachments: EDDIE JOYCE.docx

Hi TJ,

Here's the ad with our contact info to be used for the tournament brochure. Please make sure I receive a copy of the brochure/poster with the ad on it as I need to include it with the claim. Thanks.

Judy

Judy Bolt, B.A.
Constituency Assistant
to Eddie Joyce, MHA
Bay of Islands District
Ph: (709) 634-7883
Fax: (709) 634-7885
email: judybolt@gov.ni.ca

-----Original Message-----

From: jpower [<mailto:jpower@steersinsurance.com>]
Sent: Friday, July 18, 2014 4:03 PM
To: Bolt, Judy
Subject:



EDDIE JOYCE, MHA
BAY OF ISLANDS DISTRICT

Fortis Tower, 5th Floor, Suite 501

P.O.Box 2006

Corner Brook, NL, A2H 6J8

Ph: (709) 634-7883

Fax: (709) 634-7885

Email: ejoyce@gov.nl.ca



HOUSE OF ASSEMBLY
Newfoundland and Labrador
OFFICE OF THE SPEAKER

October 15, 2014

Eddie Joyce, M.H.A
Bay of Islands District
P.O. Box 2006
Corner Brook, NL
A2H 6J8

Dear Mr. Joyce,

I am writing in response to your letter of October 15, 2014 regarding a claim for advertising expenses, in the amount of \$\$750.00, which was rejected for payment by Corporate and Members' Services because the advertisement did not contain contact information as per the Advertising Policy for Members of the House of Assembly, March 2011.

The process for Members to follow respecting allowance use is outlined in Section 24 of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) and involves the Speaker, in the first instance, with the Commission having the final authority. Subsection 24(4) of the Act states that the Speaker's approval confirms that the expenditures comply with the *Members' Resources and Allowances Rules* (the Rules).

Given the provisions of the Advertising Policy, it is not possible for me to state that the expenditures are in compliance. The next step, therefore, is for you to request that the issue be brought to the House of Assembly Management Commission for a final decision.

Please note I will accept your correspondence as an official appeal to the Commission and will arrange that it be included on the agenda of an upcoming meeting.

Regards,

WADE VERGE, MHA
Speaker of the House of Assembly

c.c. Ms. Wanda Lee Mercer, Chief Financial Officer

House of Assembly Management Commission

Briefing Note

Title: Letter of Appeal - Member for Burgeo-LaPoile

Issue: Appeal of Claim Ruling - 60 Day Submission Deadline

Background:

- The Member for Burgeo-LaPoile is appealing the denial of payment by Corporate and Members' Services Division of certain allowable expenses incurred by the Member as the expenditures were incurred more than 60 days prior to the claim being made.
- Subsection 7(6) of the *Members Resources and Allowances Rules* states that
 - (6) *A claim against an allowance for payment or reimbursement shall not be made more than 60 days after the date on which the expenditure was made.*
- Subsections 24(1), 24(8) and 24(9) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) state:
 - 24(1) *Where a member incurs an expense and a claim for reimbursement, or payment has been rejected by an officer or staff member of the House of Assembly service, or the member is unsure as to whether an expense, if incurred, will qualify for reimbursement or payment, he or she may request a ruling from the speaker.*
 - (8) *Where the ruling of the speaker is that the expenditure does not comply with the rules and directives of the commission, the member may appeal that ruling to the commission and, after giving the member an opportunity to make a submission in writing in support of the appeal, the commission may decide to reverse, uphold or modify the ruling of the speaker, and the decision of the commission is final.*
 - (9) *Notwithstanding that an expense claim has been denied by an officer, staff member or the speaker, in accordance with the rules, where there is an appeal to the commission under this section and the commission determines that that claimed expense amount*

- (a) *has been incurred by the member; and*
- (b) *is a permitted expense under the Act and rules; and*
- (c) *does not exceed an expense amount or allowance allocation permitted under the rules,*

and a denial of payment of the expense amount would, in the opinion of the commission, be unjust, the commission may approve the expenditure for the claimed expense to the extent that the commission considers to be just and the decision of the commission is final.

- The expenses submitted, totaling \$120.00, have been reviewed by the Corporate and Members' Services Division and are permitted expenses under the *Members' Resources and Allowances Rules*.
- The attached letter from the Member for Burgeo-LaPoile provides further details.

Analysis:

Legal Consultation:

Not applicable.

Internal Consultation(s):

Not applicable.

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Not applicable.

Legislative Impact:

Not applicable.

Options:

1. Approve the payment of expenses totaling \$120.00 for the Member for Burgeo-LaPoile.
2. Deny the payment of expenses totaling \$120.00 for the Member for Burgeo-LaPoile.

Status:

- Not applicable.

Action Required:

- The decision of the Commission is requested.

Prepared by: Bobbi Russell

Approved by: Sandra Barnes

Date: October 20, 2014

Attachments:

1. Letter from the Member for Burgeo-LaPoile to the Speaker.
2. Letter from the Speaker to the Member for Burgeo-LaPoile.



HOUSE OF ASSEMBLY
Newfoundland and Labrador

ANDREW PARSONS, M.H.A.
District of Burgeo-LaPoile

September 22, 2014

Management Commission
House of Assembly
P.O. Box 8700
St. John's, NL., A1B 4J6

Att: Honourable Wade Verge
Chair of Management Commission

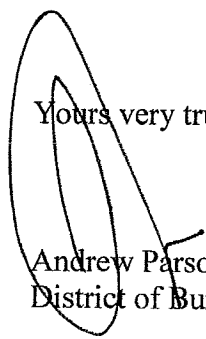
Dear Sir:

I write with respect to my claim number MECMS388473 and specifically the \$120.00 invoice from the Royal Canadian Legion for a breakfast meeting on June 20th, 2014. I missed the 60 day deadline because the Legion does not have a full time bookkeeper and it was over 60 days before they issued my receipt.

Please consider this letter an official appeal to the Management Commission for reimbursement.

Thank you.

Yours very truly,


Andrew Parsons, MHA
District of Burgeo – La Poile



D-C

HOUSE OF ASSEMBLY
Newfoundland and Labrador
OFFICE OF THE SPEAKER

September 25, 2014

Dear Mr. Parsons:

I am writing in response to your letter of September 22, 2014 regarding an expense claim (MECMS388473) for the amount of \$120.00 that was submitted past the required 60-day deadline.

The process for Members to follow respecting allowance use is outlined in Section 24 of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) and involves the Speaker, in the first instance, with the Commission having the final authority. Subsection 24(4) of the Act states that the Speaker's approval confirms that an expenditure complies with the Rules of the Commission.

Given the provisions of Subsection 7(6) of the Rules it is not possible for me to state that the expenditures are in compliance with the Rule. The next step, therefore, is for you to request that the issue be brought to the House of Assembly Management Commission for a final decision.

Please note I will accept your correspondence as an official appeal to the Commission and will arrange that it be included on the agenda of an upcoming meeting.

Regards,

A handwritten signature in black ink, appearing to read "W. Verge", written over a horizontal line.

WADE VERGE, MHA
Speaker of the House of Assembly

c.c Ms. Wanda Lee Mercer, Chief Financial Officer

House of Assembly Management Commission

Briefing Note

Title: Letter of Appeal - Member for St. Barbe

Issue: Appeal of Claim Ruling

Background:

- The Member for St. Barbe is appealing the denial of payment by Corporate and Members' Services Division of certain allowable expenses incurred by the Member. The expenditures were incurred more than 60 days prior to the claim being made and appear to be outside the *Members Resources and Allowances Rules* (the Rules) respecting permitted expenses related to constituency work.
- The expenses submitted, totaling \$187.51, were used to purchase food for an event hosted by a community organization in the Member's constituency. Supporting documentation provided with the Member's claim for reimbursement indicates that the community organization had applied for a grant to host the event, but did not receive funding as they missed the deadline. The Member indicated he assisted the organization by providing some food. While the Member attended this event, it was not organized by the Member.
- Subsection 7(6) of the *Members Resources and Allowances Rules* states that:
 - (6) *A claim against an allowance for payment or reimbursement shall not be made more than 60 days after the date on which the expenditure was made.*
- Subsections 46(3) and 46(4) of the Rules outline provisions with respect to expenses related to constituency work as follows:
 - 46(3) *The following expenses necessarily incurred by a member to carry out his or her constituency business may be reimbursed:*
 - (a) *meals or the bulk purchase of food, non-alcoholic beverages and other supplies for meetings with constituents or other members of the public in relation to constituency business, and meals and non-alcoholic beverages on other constituency-related occasions;*

Paragraph 46(4)(d) and 46(4)(e) of the Rules states that:

46(4) The following types of expenses shall not be reimbursed:

- (d) sponsorships of individuals or groups;*
- (e) donations;*

- Subsections 24(1), 24(8) and 24(9) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) state:

24(1) Where a member incurs an expense and a claim for reimbursement, or payment has been rejected by an officer or staff member of the House of Assembly service, or the member is unsure as to whether an expense, if incurred, will qualify for reimbursement or payment, he or she may request a ruling from the speaker.

(8) Where the ruling of the speaker is that the expenditure does not comply with the rules and directives of the commission, the member may appeal that ruling to the commission and, after giving the member an opportunity to make a submission in writing in support of the appeal, the commission may decide to reverse, uphold or modify the ruling of the speaker, and the decision of the commission is final.

(9) Notwithstanding that an expense claim has been denied by an officer, staff member or the speaker, in accordance with the rules, where there is an appeal to the commission under this section and the commission determines that that claimed expense amount

(a) has been incurred by the member; and

(b) is a permitted expense under the Act and rules; and

(c) does not exceed an expense amount or allowance allocation permitted under the rules,

and a denial of payment of the expense amount would, in the opinion of the commission, be unjust, the commission may approve the expenditure for the claimed expense to the extent that the commission considers to be just and the decision of the commission is final.

- Following a review of the expenses by the Corporate and Members' Services Division, it has been determined that the expenses are not eligible for reimbursement as they do not comply with Section 46 of the *Members' Resources and Allowances Rules* respecting expenses related to constituency work.

- The attached letter from the Member for St. Barbe provides further details.

Analysis:

Legal Consultation:

Not applicable

Internal Consultation(s):

Corporate and Members' Services

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Not applicable.

Legislative Impact:

Not applicable.

Options:

1. Approve the payment of expenses totaling \$187.51 for the Member for St. Barbe.
2. Deny the payment of expenses totaling \$187.51 for the Member for St. Barbe.

Status:

- Not applicable.

Action Required:

- The decision of the Commission is requested.

Prepared by: Bobbi Russell

Approved by: Sandra Barnes

Date: October 20, 2014

Attachments:

1. Letter from the Member for St. Barbe to the Speaker.
2. Letter from the Speaker to the Member for St. Barbe.



HOUSE OF ASSEMBLY
Newfoundland and Labrador

JIM BENNETT, M.H.A
District of St. Barbe

P.O. Box 528, Rocky Harbour, Newfoundland and Labrador, A0K 4N0
Office: (709) 458-3257 or 458-3258 Fax: (709) 458-3259 Email: JimBennett@gov.nl.ca

October 16, 2014

Honourable Wade Verge
Speaker's Office
1st Floor, East Block, Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

Dear Mr. Verge;

Please accept this letter as a formal appeal for expenses on claim MEC388829 that I submitted to Corporate and Members' Services. The expense that I ask for your consideration of is in the amount of \$187.51, and was dated July 1st, 2014. It was rejected because it was not submitted within the 60 day time frame that is allotted. The reason for the late submission is that the source business did not issue a receipt on behalf of the organization for my cheque dated July 25, 2014 until in September.

Please consider reimbursement of this expense to the Management Commission. I look forward to your response.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Jim Bennett".

Jim Bennett, MHA

| District of St. Barbe



HOUSE OF ASSEMBLY
Newfoundland and Labrador
OFFICE OF THE SPEAKER

October 17, 2014

Mr. Jim Bennett
P.O. Box 528
Rocky Harbour, NL
A0K 4N0

Dear Mr. Bennett:

I am writing in response to your letter of October 16, 2014 regarding an expense claim (MECSM388829) for the amount of \$187.51, dated July 1st, 2014 that was submitted past the required 60-day deadline.

The process for Members to follow respecting allowance use is outlined in Section 24 of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) and involves the Speaker, in the first instance, with the Commission having the final authority. Subsection 24(4) of the Act states that the Speaker's approval confirms that an expenditure complies with the Rules of the Commission.

Given the provisions of Subsection 7(6) of the Rules it is not possible for me to state that the expenditures are in compliance with the Rule. The next step, therefore, is for you to request that the issue be brought to the House of Assembly Management Commission for a final decision.

Please note I will accept your correspondence as an official appeal to the Commission and will arrange that it be included on the agenda of an upcoming meeting.

Regards,

A handwritten signature in black ink, appearing to read 'Wade Verge'.

WADE VERGE, MHA
Speaker of the House of Assembly

c.c Ms. Wanda Lee, Chief Financial Officer

House of Assembly Management Commission

Briefing Note

Title: Letter of Appeal - Member for St. Barbe

Issue: Appeal of Claim Ruling - 60 Day Submission Deadline

Background:

- The Member for St. Barbe is appealing the denial of payment by Corporate and Members' Services Division of certain allowable expenses incurred by the Member as the expenditures were incurred more than 60 days prior to the claim being made.
- Subsection 7(6) of the *Members Resources and Allowances Rules* states that
 - (6) *A claim against an allowance for payment or reimbursement shall not be made more than 60 days after the date on which the expenditure was made.*
- Subsections 24(1), 24(8) and 24(9) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) state:
 - 24(1) *Where a member incurs an expense and a claim for reimbursement, or payment has been rejected by an officer or staff member of the House of Assembly service, or the member is unsure as to whether an expense, if incurred, will qualify for reimbursement or payment, he or she may request a ruling from the speaker.*
 - (8) *Where the ruling of the speaker is that the expenditure does not comply with the rules and directives of the commission, the member may appeal that ruling to the commission and, after giving the member an opportunity to make a submission in writing in support of the appeal, the commission may decide to reverse, uphold or modify the ruling of the speaker, and the decision of the commission is final.*
 - (9) *Notwithstanding that an expense claim has been denied by an officer, staff member or the speaker, in accordance with the rules, where there is an appeal to the commission under this section and the commission determines that that claimed expense amount*

- (a) *has been incurred by the member; and*
- (b) *is a permitted expense under the Act and rules; and*
- (c) *does not exceed an expense amount or allowance allocation permitted under the rules,*

and a denial of payment of the expense amount would, in the opinion of the commission, be unjust, the commission may approve the expenditure for the claimed expense to the extent that the commission considers to be just and the decision of the commission is final.

- The expenses submitted, totaling \$45.00, have been reviewed by the Corporate and Members' Services Division and are permitted expenses under the *Members' Resources and Allowances Rules*.
- The attached letter from the Member for St. Barbe provides further details.

Analysis:

Legal Consultation:

Not applicable.

Internal Consultation(s):

Not applicable.

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Not applicable.

Legislative Impact:

Not applicable.

Options:

1. Approve the payment of expenses totaling \$45.00 for the Member for St. Barbe.
2. Deny the payment of expenses totaling \$45.00 for the Member for St. Barbe.

Status:

- Not applicable.

Action Required:

- The decision of the Commission is requested.

Prepared by: Bobbi Russell

Approved by: Sandra Barnes

Date: October 20, 2014

Attachments:

1. Letter from the Member for St. Barbe to the Speaker.
2. Letter from the Speaker to the Member for St. Barbe.



HOUSE OF ASSEMBLY
Newfoundland and Labrador

JIM BENNETT, M.H.A
District of St. Barbe

P.O. Box 528, Rocky Harbour, Newfoundland and Labrador, A0K 4N0
Office: (709) 458-3257 or 458-3258 Fax: (709) 458-3259 Email: JimBennett@gov.nl.ca

October 3, 2014

Honourable Wade Verge
Speaker's Office
1st Floor, East Block, Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

Dear Mr. Verge:

Please accept this letter as a formal appeal for expenses on claim MEC392060 that I submitted to Corporate and Members' Services. The expense that I ask for your consideration of in the amount of \$45.00 was dated July 1st, 2014. It was rejected because it was not submitted within the 60 day time frame that is allotted. The reason for the late submission is that the organization (Royal Canadian Legion) did not send a receipt until September 15th, which was not received in my office until September 22, 2014.

Please consider reimbursement of this expense to the Management Commission. I look forward to your response.

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Jim Bennett".

Jim Bennett, MHA

| District of St. Barbe



HOUSE OF ASSEMBLY
Newfoundland and Labrador
OFFICE OF THE SPEAKER

October 20, 2014

Mr. Jim Bennett
P.O. Box 528
Rocky Harbour, NL
A0K 4N0

Dear Mr. Bennett:

I am writing in response to your letter of October 20th, 2014 regarding an expense claim (MECSM392060) for the amount of \$45.00, dated October 3rd, 2014 that was submitted past the required 60-day deadline.

The process for Members to follow respecting allowance use is outlined in Section 24 of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) and involves the Speaker, in the first instance, with the Commission having the final authority. Subsection 24(4) of the Act states that the Speaker's approval confirms that an expenditure complies with the Rules of the Commission.

Given the provisions of Subsection 7(6) of the Rules it is not possible for me to state that the expenditures are in compliance with the Rule. The next step, therefore, is for you to request that the issue be brought to the House of Assembly Management Commission for a final decision.

Please note I will accept your correspondence as an official appeal to the Commission and will arrange that it be included on the agenda of an upcoming meeting.

Regards,

A handwritten signature in black ink, appearing to read 'W. Verge'.

WADE VERGE, MHA
Speaker of the House of Assembly

c.c Ms. Wanda Lee, Chief Financial Officer

**House of Assembly Management Commission
Briefing Note**

Title: Caucus Operational Funding Grants

Issue: Caucus Operational Funding Expenditure Reports for 2013-2014

Background:

- At its February 2, 2010 meeting, the Commission approved the Caucus Operational Funding Grants Policy dated February 2010. **CM 2010-003** refers.
- Section 6.0 of the policy requires each caucus to submit a report detailing expenditures on the use of this allocation to the Commission within 90 days after the end of each fiscal year.
- The reports detailing expenditures for the period 1 April 2013 to 31 March 2014 have been received from the Office of the Speaker, Government Members' Caucus, Official Opposition Caucus, Third Party Caucus and Independent Members. A summary of the expenditures for each is attached.

Analysis:

Legal Consultation:

Not applicable

Internal Consultation(s):

Not applicable

External Consultation(s):

Office of the Speaker, Government Members' Caucus, Official Opposition Caucus, Third Party Caucus, Independent Members

Comparison to Government Policy:

Not applicable

Financial Impact:

Not applicable

Legislative Impact:

Not applicable

Options:

- Not applicable

Status:

- All reports are received and attached.

Action Required:

- For reporting purposes only.

Prepared by: Marie Keefe

Approved by: Sandra Barnes

Date: October 3, 2014

Attachments:

1. Office of the Speaker 2013-2014 Annual Expense Report
2. Government Members' Caucus 2013-2014 Annual Expense Report
3. Official Opposition Caucus 2013-2014 Annual Expense Report
4. Third Party Caucus 2013-2014 Annual Expense Report
5. Independent Members 2013-2014 Annual Expense Reports



HOUSE OF ASSEMBLY
NEWFOUNDLAND AND LABRADOR



May 24, 2014

Ms. Wanda Lee Mercer
Manager, Financial Planning and Reporting
Corporate & Members' Services
House of Assembly

Dear Ms. Mercer,

In accordance with CM 2008-085 of the House of Assembly Management Commission, please find attached the Summary of Expenditures of the Progressive Conservative Party Caucus; for the Fiscal Year ending March 31, 2014.

Regards,

Rob Stead
Office Manager
Government Members' Office
House of Assembly

**Progressive Conservative Party Caucus
Summary of Expenditures
For the period April 1, 2013 to March 31, 2014**

Caucus Office and Staff		
Transportation and Communications		
Travel, meals and accommodations associated with hearings, caucus, and other meetings		\$ 185.55
Travel, meals and accommodations associated with luncheons such as Board of Trade, Combined Councils of Labrador conference, and similar functions		\$ 439.41
Travel, meals and accommodations associated with training and development		\$ -
Taxis, couriers and other delivery charges		\$ 427.78
Sub-Total		\$ 1,052.74
Supplies		
Newspapers, other subscriptions, resource materials		\$ -
Gifts for visiting delegations or individuals, to a maximum of \$200 per gift		\$ -
Flowers or similar tokens of respect on behalf of a caucus for funerals or serious illnesses of Members, former Members or political staff		\$ 805.13
Meals and food services for meetings and guests, or for staff outside normal working hours		
Office supplies and operational expenses		\$ 3,602.51
Sub-Total		\$ 4,407.64
Purchased Services		
Registration or other fees associated with luncheons such as Board of Trade and similar functions		\$ -
Processing fees for Access to Information requests		\$ -
Media transcripts		\$ -
Training and development registration fees		\$ -
Standard banking charges		\$ 12.00
Advertising, of a non-partisan nature, on behalf of the caucus		\$ -
Sub-Total		\$ 12.00

**Progressive Conservative Party Caucus
Summary of Expenditures
For the period April 1, 2013 to March 31, 2014**

Members and Constituency Assistants - Caucus Meetings	
Transportation and Communications	
Travel, meals and accommodations	\$ 11,287.34
Supplies	
Office supplies, food services, water, other	\$ 9,579.85
Purchased Services	
Room rentals, advertising, printing, other	\$ 18,080.00
Sub-Total	\$ 38,947.19
Total	\$ 44,419.57



HOUSE OF ASSEMBLY
NEWFOUNDLAND AND LABRADOR

Official Opposition Office



MEMORANDUM

**TO: Wanda Lee Mercer, Chief Financial Officer
House of Assembly**

**FROM: Gail Parsons
Administrative/Legislative Assistant**

DATE: June 20th, 2014

RE: FISCAL YEAR END CAUCUS FUNDING REPORT

Attached please find the Official Opposition Caucus Funding Report for the Fiscal Year 2013 – 2014 as per the House of Assembly Management Commission guidelines for Caucus Funding which states:

CM2008 -085 .6: “...Each Caucus shall submit a report detailing expenditures on the use of this allocation to the Commission within 90 days after the end of each fiscal year.” (2014: June 27th)

Attachment

cc: Sandra Barnes, Clerk HOA
Dwight Ball, Leader of the Official Opposition, Member of the House Management Commission
Andrew Parsons, Opposition House Leader; Member of the House Management Commission
Kelvin Parsons, Chief of Staff; Official Opposition

Summary of Expenditures
For the Period April 1st, 2013 to March 31st, 2014

Official Opposition Caucus Office and Staff

Transportation and Communications

Travel, meals and accommodations associated with hearings, caucus and other meetings	0
Travel, meals and accommodations associated with luncheons such as Board of Trade, Combined Councils of Labrador conference, and similar functions	\$25.25
Travel, meals and accommodations associated with training and development	0
Taxis, couriers and other delivery charges	\$40.00
Sub-Total	\$65.25

Supplies

Newspapers, other subscriptions, resource materials	0
Gifts for visiting delegations or individuals, to a maximum of \$200 per gift	NO GIFTS
Flowers or similar tokens of respect on behalf of a caucus for funerals or serious illnesses of Members, former Members or political staff	\$259.95
Meals and food services for meetings and guests, or for staff outside normal working hours	\$1,865.33
Office supplies and operational expenses	\$997.83
Sub-Total	\$3,123.11

Purchased Services

Registration or other fees associated with luncheons such as Board of Trade and similar functions	\$424.73
Processing fees for Access to Information requests	\$865.00
Media transcripts	\$1,831.15
Training and development registration fees	0
Standard banking charges	\$232.40
Advertising, of a non-partisan nature, on behalf of the caucus	0
Sub-Total	\$3,353.28

Members and Constituency Assistants – Caucus Meetings

Transportation and Communications

Travel, meals and accommodations \$4,054.71

Supplies

Office supplies, food services, water, other 0

Purchased Services

Room rentals, advertising, printing, other \$1,076.75

Subtotal

\$5,131.46

Total

\$11,673.10



New Democratic Party Caucus

May 30, 2014

Wanda Lee Mercer
Manager, Financial Planning and Reporting
Corporate & Members' Services
House of Assembly
(709) 729-0201

Dear Ms. Mercer,

Attached please find the Third Party Caucus Funding Report for the Fiscal Year 2013-14 as per the House of Assembly Management Commission guidelines.

Sincerely,

A handwritten signature in cursive script that reads "Brenda Murphy". The signature is written in black ink and is positioned above the typed name and title.

Brenda Murphy
Office Administrator
Third Party Caucus
(709) 729-0270

**Third Party Caucus
Summary of Expenditures
For the Period April 1, 2013 to March 31, 2014**

Caucus Office and Staff	
Transportation and Communications	
Travel, meals and accommodations associated with hearings, caucus, and other meetings	\$ 2,207.25
Travel, meals and accommodations associated with luncheons such as Board of Trade, Combined Councils of Labrador conference, and similar functions	\$ -
Travel, meals and accommodations associated with training and development	\$ -
Taxis, couriers and other delivery charges	\$ -
Sub-Total	\$ 2,207.25
Supplies	
Newspapers, other subscriptions, resource materials	\$ -
Gifts for visiting delegations or individuals, to a maximum of \$200 per gift	\$ 200.00
Flowers or similar tokens of respect on behalf of a caucus for funerals or serious illnesses of Members, former Members or political staff	\$ 93.72
Meals and food services for meetings and guests, or for staff outside normal working hours	\$ 556.95
Office supplies and operational expenses	\$ 176.96
Sub-Total	\$ 1,027.63
Purchased Services	
Registration or other fees associated with luncheons such as Board of Trade and similar functions	\$ 765.05
Processing fees for Access to Information requests	\$ 110.00
Media transcripts	\$ 1,412.50
Training and development registration fees	\$ -
Standard banking charges	\$ 59.40
Rebate Standard banking charges	\$ (59.40)
Sub-Total	\$ 2,287.55

**Third Party Caucus
Summary of Expenditures
For the Period April 1, 2013 to March 31, 2014**

Members and Constituency Assistants - Caucus Meetings	
Transportation and Communications	
Travel, meals and accommodations	\$ 96.01
Supplies	
Office supplies, food services, water, other	\$ -
Purchased Services	
Room rentals, advertising, printing, other	\$ -
Sub-Total	\$ 96.01
Total	\$ 5,618.44

1 of 2

RECEIVED

Corporate & Members' Services
House of Assembly

MAY 27 2014

AmC

**Speakers Office
Summary of Expenditures
For the Period April 1, 2013 to March 31, 2014**

Caucus Office and Staff		
Transportation and Communications		
	Travel, meals and accommodations associated with hearings, caucus, and other meetings	
	Travel, meals and accommodations associated with luncheons such as Board of Trade, Combined Councils of Labrador conference, and similar functions	
	Travel, meals and accommodations associated with training and development	
	Taxis, couriers and other delivery charges	
	Sub-Total	\$ -
Supplies		
	Newspapers, other subscriptions, resource materials	
	Gifts for visiting delegations or individuals, to a maximum of \$200 per gift	
	Flowers or similar tokens of respect on behalf of a caucus for funerals or serious illnesses of Members, former Members or political staff	# 201.70
	Meals and food services for meetings and guests, or for staff outside normal working hours	# 587.47
	Office supplies and operational expenses	
	Sub-Total	\$ -
Purchased Services		
	Registration or other fees associated with luncheons such as Board of Trade and similar functions	# 183.17
	Processing fees for Access to Information requests	\$ -
	Media transcripts	\$ -
	Training and development registration fees	\$ -
	Standard banking charges	
	Advertising, of a non-partisan nature, on behalf of the caucus	\$ -
	Sub-Total	\$ -

Speakers Office
Summary of Expenditures
For the Period April 1, 2013 to March 31, 2014

Members and Constituency Assistants - Caucus Meetings		
Transportation and Communications		
Travel, meals and accommodations		\$ -
Supplies		
Office supplies, food services, water, other		\$ 973.91
Purchased Services		
Room rentals, advertising, printing, other		
Sub-Total		\$ -
Total		\$ 1,886.25

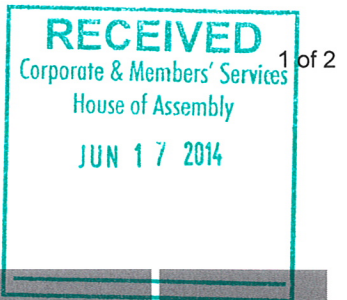


Christopher Mitchelmore
Summary of Expenditures
For the Period April 1, 2013 to March 31, 2014

Caucus Office and Staff		
Transportation and Communications		
	Travel, meals and accommodations associated with hearings, caucus, and other meetings	\$ -
	Travel, meals and accommodations associated with luncheons such as Board of Trade, Combined Councils of Labrador conference, and similar functions	
	Travel, meals and accommodations associated with training and development	\$ -
	Taxis, couriers and other delivery charges	
	Sub-Total	\$ -
Supplies		
	Newspapers, other subscriptions, resource materials	
	Gifts for visiting delegations or individuals, to a maximum of \$200 per gift	
	Flowers or similar tokens of respect on behalf of a caucus for funerals or serious illnesses of Members, former Members or political staff	
	Meals and food services for meetings and guests, or for staff outside normal working hours	
	Office supplies and operational expenses	
	Sub-Total	\$ -
Purchased Services		
	Registration or other fees associated with luncheons such as Board of Trade and similar functions	\$ -
	Processing fees for Access to Information requests	\$ -
	Media transcripts	\$ -
	Training and development registration fees	\$ -
	Standard banking charges	\$ 13.50
	Advertising, of a non-partisan nature, on behalf of the caucus	\$ -
	Sub-Total	\$ 13.50

Christopher Mitchelmore
 Summary of Expenditures
 For the Period April 1, 2013 to March 31, 2014

Members and Constituency Assistants - Caucus Meetings		
Transportation and Communications		
	Travel, meals and accommodations	\$ -
Supplies		
	Office supplies, food services, water, other	
Purchased Services		
	Room rentals, advertising, printing, other	
	Sub-Total	\$ -
Total		\$ 13.50



Dale Kirby
Summary of Expenditures
 For the Period April 1, 2013 to March 31, 2014

Caucus Office and Staff		
Transportation and Communications		
	Travel, meals and accommodations associated with hearings, caucus, and other meetings	
	Travel, meals and accommodations associated with luncheons such as Board of Trade, Combined Councils of Labrador conference, and similar functions	
	Travel, meals and accommodations associated with training and development	
	Taxis, couriers and other delivery charges	
	Sub-Total	\$ -
Supplies		
	Newspapers, other subscriptions, resource materials	
	Gifts for visiting delegations or individuals, to a maximum of \$200 per gift	
	Flowers or similar tokens of respect on behalf of a caucus for funerals or serious illnesses of Members, former Members or political staff	
	Meals and food services for meetings and guests, or for staff outside normal working hours	
	Office supplies and operational expenses	\$ 70.04
	Sub-Total	\$ 70.04
Purchased Services		
	Registration or other fees associated with luncheons such as Board of Trade and similar functions	\$ 214.70
	Processing fees for Access to Information requests	\$ -
	Media transcripts	\$ -
	Training and development registration fees	\$ -
	Standard banking charges	
	Advertising, of a non-partisan nature, on behalf of the caucus	\$ -
	Sub-Total	\$ 214.70

Dale Kirby
 Summary of Expenditures
 For the Period April 1, 2013 to March 31, 2014

Members and Constituency Assistants - Caucus Meetings		
Transportation and Communications		
Travel, meals and accommodations		\$ 71.95
Supplies		
Office supplies, food services, water, other		
Purchased Services		
Room rentals, advertising, printing, other		
Sub-Total		\$ 71.95
Total		\$ 356.69

**House of Assembly Management Commission
Briefing Note**

Title: Transfer of Funds Policy for Legislature

Issue: Amendments to Transfer of Funds Policy to include Financial Management System (FMS) changes implemented by the Department of Finance.

Background:

- The House of Assembly Management Commission approved and adopted the Transfer of Funds Policy, April 2008 (**CM 2008-077 refers**).
- The Transfer of Funds Policy, April 2008 developed for the Legislature was generally consistent with the transfer of funds policy for the Executive branch of government. With the upload of Main Supply, the new Operating Accounts structure as displayed in the 2014 Estimates and related funds control has been implemented. The Department of Finance, Office of the Comptroller General has created a new Main Object, Operating Accounts which has resulted in the elimination of the individual funds controls between the following Operating Sub-objects (formerly Main Objects):
 - Employee Benefits
 - Transportation & Communication
 - Supplies
 - Professional Services
 - Purchased Services
 - Property, Furnishings and Equipment
- These former Main Objects continue to exist from a reporting perspective and are now Sub-objects within the Operating Accounts Main Object. The funds control will now be enforced at the M02 Operating Accounts level.
- The higher level of funds control should facilitate a more efficient payment processing as failing funds and the requirement to complete budget transfers will be reduced.
- From a reporting perspective, the Legislature may continue to do budget transfers within the former Main Objects (now Sub-objects).
- This has resulted in changes to the Executive Branch Transfer of Funds Policy and as such revisions are required to the House of Assembly Transfer of Funds Policy.
- Attachment 1 provides a comparison of the Transfer of Funds Policy, April 2008 and the proposed revisions, October 2014.

Analysis:

Legal Consultation:

Not applicable

Internal Consultation(s):

Not applicable

External Consultation(s):

Not applicable

Comparison to Government Policy:

Not applicable

Financial Impact:

Not applicable

Legislative Impact:

Not applicable

Options:

- Not applicable

Status:

- Not applicable

Action Required:

- Decision of the Commission is requested.

Prepared by: Wanda Lee Mercer

Approved by: Sandra Barnes

Date: October 8, 2014

Attachments:

1. Comparison of Transfer of Funds Policy, April 2008 vs. Proposed Revisions, October 2014.
2. House of Assembly Transfer of Funds Policy (Revised October 2014)

Comparison of Transfer of Funds Policy, April 2008 vs. Proposed Revisions, October 2014

Note: In right column, the changes from the original policy are underlined in bold.

Transfer of Funds Policy – April, 2008	Proposed Revisions – October, 2014
<p>2.0 Purpose</p> <p>To provide a basis on which the Legislature may transfer funds between specified Main Objects within Activities and between Main Objects across Activities of the Legislature for the purpose of facilitating day-to-day operations.</p>	<p>2.0 Purpose</p> <p>To provide a basis on which the Legislature may transfer funds between specified <u>Main Objects and Sub-objects</u> within Activities and between <u>Main Objects and Sub-objects</u> across Activities of the Legislature for the purpose of facilitating day-to-day operations <u>and for monitoring and reporting purposes.</u></p>
<p>3.1 Principles</p> <p>In considering and approving transfer of funds pursuant to this Policy, the Clerk, Statutory Officers and the Chief Financial Officer must ensure that:</p> <ul style="list-style-type: none"> • the transfer is necessary to enable the efficient delivery of ongoing services; and • the savings to be transferred, within the specified category, are intended to be of a permanent nature for the balance of the fiscal year. 	<p>3.1 Principles</p> <p>In considering and approving transfer of funds pursuant to this Policy, the Clerk, Statutory Officers and the Chief Financial Officer must ensure that:</p> <ul style="list-style-type: none"> • the transfer is necessary to enable the efficient delivery of ongoing services; • the savings to be transferred, within the specified category, are intended to be of a permanent nature for the balance of the fiscal year; and • <u>the transfer is required for reporting and monitoring purposes.</u>
<p>3.2 Restrictions</p> <p>The Clerk, Statutory Officers, and the Chief Financial Officer shall not:</p> <ul style="list-style-type: none"> • authorize transfers of funds to finance expenditures for new initiatives or expenditures for which no overall budget approval exists; • authorize the transfer out of any Main Object for which supplementary funding has been approved by means of a Supplementary Supply or Special Warrant; or 	<p>3.2 Restrictions</p> <p>The Clerk, Statutory Officers, and the Chief Financial Officer shall not:</p> <ul style="list-style-type: none"> • <u>authorize transfers of funds from an Operating Account in an Activity and subsequently authorize a transfer of funds to any Operating Account within the same Activity;</u> • authorize transfers of funds to finance expenditures for new initiatives or expenditures for which no overall budget approval exists;

<ul style="list-style-type: none"> authorize the transfer of funds to or from statutory votes. 	<ul style="list-style-type: none"> authorize the transfer out of any Main Object for which supplementary funding has been approved by means of a Supplementary Supply or Special Warrant; or authorize the transfer of funds to or from statutory votes.
<p>4.1.1 Authorities</p> <p>Subject to the provisions of this Policy, the Clerk of the House of Assembly (Clerk) and the Chief Financial Officer (or designates) may jointly authorize transfers of funds between specified Main Objects within or across Activities of the House of Assembly.</p> <p>Subject to the provisions of this Policy, the Statutory Officer and the Clerk (or designates) may jointly authorize transfers of funds between specified Main Objects within or across activities of that Statutory Office.</p> <p>Subject to the provisions of this Policy, the Clerk, the Statutory Officer (s) and the Chief Financial Officer (or designates) may jointly authorize transfers of funds between specified Main Objects across Statutory Offices or between the House of Assembly and a Statutory Office.</p>	<p>4.1.1 Authorities</p> <p>Subject to the provisions of this Policy, the Clerk of the House of Assembly (Clerk) and the Chief Financial Officer (or designates) may jointly authorize transfers of funds between specified <u>Main Objects and Sub-objects</u> within or across Activities of the House of Assembly.</p> <p>Subject to the provisions of this Policy, the Statutory Officer(s) and the Clerk (or designates) may jointly authorize transfers of funds between specified <u>Main Objects and Sub-objects</u> within or across activities of that Statutory Office.</p> <p>Subject to the provisions of this Policy, the Clerk, the Statutory Officer(s) and the Chief Financial Officer (or designates) may jointly authorize transfers of funds between specified <u>Main Objects and Sub-objects</u> across Statutory Offices or between the House of Assembly and a Statutory Office.</p>
<p>4.1.2 Current Account Expenditures - Specified Main Objects</p> <p>The Clerk, Statutory Officer and Chief Financial Officer (as applicable) may approve the transfer of funds within the following Main Objects of Current Account Expenditure of an Activity or across Activities within the Legislature head of expenditure:</p> <ul style="list-style-type: none"> Employee Benefits Transportation and Communications Supplies Professional Services 	<p>4.1.2 Current Account Expenditures - Specified <u>Sub-objects</u></p> <p>The Clerk, Statutory Officer(s) and Chief Financial Officer (as applicable) may approve the transfer of funds within the following <u>Sub-objects</u> of Current Account Expenditure of an Activity or across Activities within the Legislature head of expenditure <u>for the following Operating Main Object:</u></p> <ul style="list-style-type: none"> Employee Benefits Transportation and Communications Supplies

<ul style="list-style-type: none"> • Purchased Services • Property, Furnishings and Equipment 	<ul style="list-style-type: none"> • Professional Services • Purchased Services • Property, Furnishings and Equipment
<p>4.1.3 Salaries</p> <p>The Clerk, Statutory Officer and Chief Financial Officer (as applicable) may approve the transfer of funds from any Salaries Main Object across Activities within the Legislature into any of the Main Objects identified in Section 4.1.2 above.</p>	<p>4.1.3 Salaries</p> <p>The Clerk, Statutory Officer(s) and Chief Financial Officer (as applicable) may approve the transfer of funds from any Salaries Main Object across Activities within the Legislature into any of the <u>Sub-objects</u> identified in Section 4.1.2 above.</p>
<p>4.2.2 Salaries</p> <p>House of Assembly Management Commission approval is required to transfer funds from any Main Object (other than Salaries) into the Salaries Main Object.</p>	<p>4.2.2 Salaries</p> <p>House of Assembly Management Commission approval is required to transfer funds from any <u>Sub-object or</u> Main Object (other than Salaries) into the Salaries Main Object.</p>
<p>4.2.4 Other</p> <p>House of Assembly Management Commission approval is required to transfer funds out of any Main Object for which supplementary funding has been approved by means of a Supplementary Supply or Special Warrant.</p>	<p>4.2.4 Other</p> <p>House of Assembly Management Commission approval is required to transfer funds out of any Main Object for which supplementary funding has been approved by means of a Supplementary Supply or Special Warrant.</p> <p><u>House of Assembly Management Commission approval is required when a transfer is made from any sub-object within the Operating Main Object of an Activity and a subsequent transfer is required to any sub-object(s) within the same Activity.</u></p>



House of Assembly

Transfer of Funds Policy

April, 2008 (Revised October, 2014)

Table of Contents

1.0 Approval

2.0 Purpose

3.0 General

4.0 Policy

5.0 Delegation of Authority

1.0 Approval

Under the authority of subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, the House of Assembly Management Commission established this policy respecting the transfer of funds.

2.0 Purpose

To provide a basis on which the Legislature may transfer funds between specified Main Objects and Sub-objects within Activities and between Main Objects and Sub-objects across Activities of the Legislature for the purpose of facilitating day-to-day operations and for monitoring and reporting purposes.

3.0 GENERAL

3.1 Principles

In considering and approving transfer of funds pursuant to this Policy, the Clerk, Statutory Officers and the Chief Financial Officer must ensure that:

- the transfer is necessary to enable the efficient delivery of ongoing services;
- the savings to be transferred, within the specified category, are intended to be of a permanent nature for the balance of the fiscal year; and
- the transfer is required for reporting and monitoring purposes.

3.2 Restrictions

The Clerk, Statutory Officers, and the Chief Financial Officer shall not:

- authorize transfers of funds from an Operating Account in an Activity and subsequently authorize a transfer of funds to any Operating Account within the same Activity;
- authorize transfers of funds to finance expenditures for new initiatives or expenditures for which no overall budget approval exists;

- authorize the transfer out of any Main Object for which supplementary funding has been approved by means of a Supplementary Supply or Special Warrant; or
- authorize the transfer of funds to or from statutory votes.

3.3 Other

For the purposes of this Policy, the definition of Statutory Office includes the Statutory Offices as defined by the *House of Assembly Accountability, Integrity and Administration Act* and the Office of the Auditor General.

The Legislature may create a Main Object of Current or Capital Account Expenditure in an approved Activity in situations when necessary to properly charge expenditures against an appropriate main object.

The re-allocation of funds within the Allowances and Assistance Main Object (relating to Members' resources and allowances) for purposes of establishing funds control to ensure compliance with the Members' Rules is not subject to this Policy as these re-allocations are not transfers as contemplated by this Policy.

4.0 Policy

4.1 Transfers Requiring Approval of the Clerk of the House of Assembly, Statutory Officer and Chief Financial Officer

4.1.1 Authorities

Subject to the provisions of this Policy, the Clerk of the House of Assembly (Clerk) and the Chief Financial Officer (or designates) may jointly authorize transfers of funds between specified Main Objects and Sub-objects within or across Activities of the House of Assembly.

Subject to the provisions of this Policy, the Statutory Officer(s) and the Clerk (or designates) may jointly authorize transfers of funds between specified Main Objects and Sub-objects within or across activities of that Statutory Office.

Subject to the provisions of this Policy, the Clerk, the Statutory Officer(s) and the Chief Financial Officer (or designates) may jointly

authorize transfers of funds between specified Main Objects and Sub-objects across Statutory Offices or between the House of Assembly and a Statutory Office.

The Clerk, Statutory Officer(s) and the Chief Financial Officer (or designates) may jointly request the transfer of funds from Consolidated Fund Services, Department of Finance and Executive Council to the Legislature in accordance with the Supply Act 2007 and subsequent Supply Acts. This Supply Act provides for the transfer of funds from Consolidated Fund Services to government departments and the Legislature to facilitate expenditures for Ex-Gratia and Other Payments voted within Consolidated Fund Services; to facilitate expenditures for compensation, benefits and associated adjustments; to facilitate expenditures for financial assistance; and to facilitate expenditures for training and development within government.

4.1.2 Current Account Expenditures - Specified Sub-objects

The Clerk, Statutory Officer(s) and Chief Financial Officer (as applicable) may approve the transfer of funds within the following Sub-objects of Current Account Expenditure of an Activity or across Activities within the Legislature head of expenditure for the following Operating Main Object:

- Employee Benefits
- Transportation and Communications
- Supplies
- Professional Services
- Purchased Services
- Property, Furnishings and Equipment

These transfers are subject to the authorities identified in Section 4.1.1 and the restrictions identified in Section 3.2.

4.1.3 Salaries

The Clerk, Statutory Officer(s) and Chief Financial Officer (as applicable) may approve the transfer of funds from any Salaries Main Object across Activities within the Legislature into any of the Sub-objects identified in Section 4.1.2 above.

The Clerk, Statutory Officer(s) and Chief Financial Officer (as applicable) may approve the transfer of funds from one Salaries Main Object to another Salaries Main Object across Activities within the Legislature.

These transfers are subject to the authorities identified in Section 4.1.1 and the restrictions identified in Section 3.2.

4.1.4 Capital Account Expenditures

The Clerk, Chief Financial Officer and Statutory Officers (as applicable) may transfer funds among all Main Objects of Capital Account Expenditure within an Activity provided that such transfers are due to changes within the cost components of specifically approved capital projects.

4.2 Transfers Requiring Approval of the House of Assembly Management Commission

4.2.1 Current Account Expenditures - Specified Main Objects

House of Assembly Management Commission approval is required to transfer funds to or from the following Main Objects of Current Account Expenditure of an Activity:

- Loans, Advances and Investments;
- Allowances and Assistance;
- Grants and Subsidies; and
- Debt Expenses

Note: The Clerk of the House of Assembly may authorize the re-allocation of funds within the Allowances and Assistance Main Object (related to Members' resources and allowances) for purposes of establishing funds control to ensure compliance with the Members' Rules.

4.2.2 Salaries

House of Assembly Management Commission approval is required to transfer funds from any Sub-object or Main Object (other than Salaries) into the Salaries Main Object.

4.2.3 Capital Account Expenditures

House of Assembly Management Commission approval is required to transfer funds from one capital project to another or to allocate block funding provided to specific capital projects subject to overall funding within the specified Activity not being exceeded.

House of Assembly Management Commission approval is required to transfer funds between current and capital account activities.

4.2.4 Other

House of Assembly Management Commission approval is required to transfer funds out of any Main Object for which supplementary funding has been approved by means of a Supplementary Supply or Special Warrant.

House of Assembly Management Commission approval is required when a transfer is made from any sub-object within the Operating Main Object of an Activity and a subsequent transfer is required to any sub-object(s) within the same Activity.

5.0 Delegation of Authority

This delegation of authority applies to the transfer of funds as noted in Sections 4.2.

Where a Commission meeting can be scheduled in sufficient time before the transfer of funds is required, the transfer of funds will be approved at a meeting of the Commission.

If this is not practicable, Authority is delegated by the Commission to any two members of the Commission to approve the transfer of funds prior to processing of the transaction. The transfer of funds approval will be ratified at a subsequent Commission meeting.

**House of Assembly Management Commission
Briefing Note**

Title: Audited Financial Information – Office of the Auditor General

Issue: Submission of the Financial Information of the Office of the Auditor General for fiscal year ended 31 March 2014

Background:

- Section 32(3) of the Auditor General’s Act states that:

(3) The auditor appointed under subsection (1) shall submit his or her report to the commission and send a copy to the auditor general.

- The attached report includes the Auditor’s Report; Supplementary Financial Information; Schedule of Expenditure and Related Revenue; Schedule of Gross Expenditure and Unexpended Balances and the Notes to the Financial Information.

Analysis:

Legal Consultation:

Not applicable

Internal Consultation(s):

Not applicable

External Consultation(s):

Not applicable

Comparison to Government Policy:

Not applicable

Financial Impact:

Not applicable

Legislative Impact:

Not applicable

Options:

- Not applicable

Status:

- Not applicable

Action Required:

- For review purposes

Prepared by: Marie Keefe

Approved by: Sandra Barnes

Date: October 3, 2014

Attachments:

1. Financial Information, Office of the Auditor General, March 31, 2014



Financial Information

Office of the Auditor General

Province of Newfoundland and Labrador

March 31, 2014

Contents

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Schedule of Gross Expenditures and Unexpended Balances	5
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Independent auditors' report

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To the Members of the
House of Assembly Management Commission
Province of Newfoundland and Labrador

At the request of the Clerk of the House of Assembly, and in accordance with Section 32 of *The Auditor General Act*, we have audited the supplementary financial information of the Office of the Auditor General, Province of Newfoundland and Labrador as at March 31, 2014, the schedule of expenditures and related revenue and the schedule of gross expenditures and unexpended balances, for the year then ended.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of this financial information in accordance with the policies disclosed in Note 2, and for such internal control as management determines is necessary to enable the preparation of the financial information that is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on this financial information based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial information is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial information. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial information, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial information in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial information.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial information presents fairly, in all material respects, the financial position of the Office of the Auditor General, Province of Newfoundland and Labrador, as at March 31, 2014, and the results of its operations for the year then ended in accordance with policies disclosed in Note 2.

Other matters

This financial information, which has not been, and was not intended to be, prepared in accordance with Canadian generally accepted accounting principles, is solely for the information and use of the House of Assembly Management Commission to comply with the Act. This information is not intended to be used for any other purpose.

Grant Thornton LLP

St. John's, Canada

June 26, 2014

Chartered Accountants

Office of the Auditor General
 Province of Newfoundland and Labrador
 Supplementary Financial Information

Year Ended March 31 2014 2013

Assets

Current

Audit fees work in progress	\$ 173,668	\$ 148,879
Accountable advance	700	700
Prepays	<u>29,686</u>	<u>14,239</u>
	<u>\$ 204,054</u>	<u>\$ 163,818</u>

Liabilities

Current

Accrued paid/annual leave	\$ 973,639	\$ 966,314
Accrued payroll	41,510	32,528
Accrued overtime	2,684	6,039
Accrued severance pay	<u>502,747</u>	<u>520,622</u>
	<u>\$ 1,520,580</u>	<u>\$ 1,525,503</u>

Basis of accounting (Note 2)

Auditor General

See accompanying notes to the financial information.

Office of the Auditor General
Province of Newfoundland and Labrador
Schedule of Expenditures and Related Revenue

Year Ended March 31

2014

2013

	Actual	Estimates		Actual
		Amended	Original	
Executive Support				
Salaries	\$ 221,070	\$ 221,700	\$ 217,500	\$ 212,030
Salaries (statutory)	178,029	171,100	169,700	394,497
Employee benefits	5,069	5,100	5,000	4,711
Transportation and communications	16,874	20,000	20,000	19,012
Professional services	-	5,000	5,000	-
Purchased services	197	1,000	1,000	366
	<u>\$ 421,239</u>	<u>\$ 423,900</u>	<u>\$ 418,200</u>	<u>\$ 630,616</u>
Administrative Support				
Salaries	\$ 209,600	\$ 209,700	\$ 205,400	\$ 205,692
Employee benefits	4,983	5,400	8,500	13
Transportation and communications	26,846	32,100	40,500	25,937
Supplies	85,510	94,400	99,400	87,267
Professional services	1,030	2,000	6,000	10,000
Purchased services	182,573	196,000	211,600	191,106
Property, furnishings and equipment	25,943	31,100	31,100	93,670
	<u>\$ 536,485</u>	<u>\$ 570,700</u>	<u>\$ 602,500</u>	<u>\$ 613,685</u>
Audit Operations				
Salaries	\$ 2,278,851	\$ 2,279,100	\$ 2,190,600	\$ 2,387,023
Employee benefits	66,102	72,300	81,300	79,292
Transportation and communications	59,801	72,500	72,500	68,822
Professional services	9,800	10,000	10,000	59,493
	2,414,554	2,433,900	2,354,400	2,594,630
Revenue – Provincial	(244,580)	(262,700)	(262,700)	(224,665)
	<u>\$ 2,169,974</u>	<u>\$ 2,171,200</u>	<u>\$ 2,091,700</u>	<u>\$ 2,369,965</u>
Net expenditures	<u>\$ 3,127,698</u>	<u>\$ 3,165,800</u>	<u>\$ 3,112,400</u>	<u>\$ 3,614,266</u>

Basis of accounting (Note 2)

See accompanying notes to the financial information.

Office of the Auditor General
Province of Newfoundland and Labrador
Schedule of Gross Expenditures and Unexpended Balances

Year Ended March 31	2014	2013
Original estimates (net)	\$ 3,165,800	\$ 3,499,300
Add: revenue estimates net of statutory payments	<u>91,600</u>	<u>65,700</u>
Total appropriation	<u>3,257,400</u>	<u>3,565,000</u>
Total net expenditure	3,127,698	3,614,266
Add: revenues in excess of statutory payments (statutory payments in excess of revenue)	<u>66,551</u>	<u>(169,832)</u>
Total gross expenditure (budgetary, non-statutory)	<u>3,194,249</u>	<u>3,444,434</u>
Unexpended balance of appropriation	<u>\$ 63,151</u>	<u>\$ 120,566</u>

See accompanying notes to the financial information.

Office of the Auditor General Province of Newfoundland and Labrador

Notes to the Financial Information

March 31, 2014

1. Nature of operations

The *Auditor General Act* creates the Office of the Auditor General to assist in carrying out the duties prescribed. The *Act* appoints the Auditor General as the House of Assembly's independent legislative auditor of Government, its departments, agencies of the Crown, and Crown controlled corporations. The Auditor General reports to the House of Assembly, on significant matters which result from the examination of these entities.

2. Summary of significant accounting policies

This financial information has been prepared in accordance with the accounting policies set out below.

Basis of accounting

The Supplementary Financial Information is prepared on the accrual basis of accounting. The Schedule of Expenditures and Related Revenue and the Schedule of Gross Expenditures and Unexpended Balances are based on the modified cash basis.

Assets and liabilities

Assets and liabilities are recorded on a basis consistent with the policies used in preparing the Public Accounts of the Province of Newfoundland and Labrador. Direct liabilities and convertible assets such as amounts receivable are reported on the Supplementary Financial Information on an accrual basis.

Capital assets

Capital asset acquisitions are charged as budgetary expenditures and are expensed in the year of acquisition on the Schedule of Expenditures and Related Revenue. Capital assets are not reported on the Supplementary Financial Information but are reported in the Public Accounts of the Province of Newfoundland and Labrador.

Revenue recognition

Audit fee revenue is recorded on the modified cash basis as payment is received on the Schedule of Expenditures and Related Revenue. Audit fees work in progress on the Supplementary Financial Information are on the accrual basis of accounting.

Office of the Auditor General
Province of Newfoundland and Labrador
Notes to the Financial Information
March 31, 2014

2. Summary of significant accounting policies (cont'd.)

Operating expenses

Expenses are recorded on the modified cash basis as payments are made on the Schedule of Expenditures and Related Revenue. Accrued leave, overtime, and payroll are recorded on the Supplementary Financial Information on the accrual basis of accounting.

Severance pay

Severance pay is accounted for on an accrual basis and is calculated based upon years of service and current salary levels. The right to be paid severance pay vests with employees upon nine years or more of service, and accordingly no provision has been made in the accounts for employees with less than nine years of continual service. The amount is payable when the employee ceases employment with the Province.

Income taxes

The Office of the Auditor General is not subject to Provincial or Federal income taxes.

3. Commitments

The Office is committed to annual rental payments for the next four years as follows: 2015 - \$100,935; 2016 - \$29,160; 2017 - \$29,160 and 2018 - \$12,150.

4. Employee future benefits

Under the *Auditor General Act*, all persons employed in the Office of the Auditor General are employees for the purposes of the *Public Service Pensions Act, 1991*, and are entitled to all the benefits under that *Act*. No pension or other post employment future benefit expenditures have been recorded in this financial information.

Pension liability and group life and health insurance liability are recognized in the Public Accounts for all public servants. Pension expense and group life and health insurance expense for public servants are also reported in the Public Accounts under the Consolidated Fund Services. The Province matched the contributions of public servants and these expenses are recorded under the Consolidated Fund Services.



HOUSE OF ASSEMBLY
Newfoundland and Labrador

August 14, 2014

The Honourable Ross Wiseman
Chair, House of Assembly Audit Committee
House of Assembly

Dear Mr. Wiseman,

Subject: Review of financial information of the House of Assembly and Statutory Offices

Appointment of auditor of the House of Assembly for the year ending 31 March, 2015

At their meeting of today's date the Audit Committee reviewed with the Auditor General his report on the audit of the financial information of the House of Assembly and Statutory Offices and the Clerk's Management Certification and recommend pursuant to paragraph 23(7)(d) of the *House Of Assembly Accountability, Integrity And Administration Act* that the Commission approve and sign the financial statements for the financial year ended 31 March, 2014.

The Committee note that in the Management Letter dated 14 August, 2014 the Auditor General reported that no significant findings had come to his attention during the audit of the House of Assembly and its statutory offices.

Also, in accordance with paragraph 23(7)(b) of the *House of Assembly Accountability, Integrity and Administration Act* the Committee agreed to recommend, and do hereby recommend to the Management Commission, that the Auditor General be appointed the auditor of the accounts of the House of Assembly and statutory offices for the year ended 31 March 2015.

A handwritten signature in black ink, appearing to read "Kevin Pollard".

Kevin Pollard
Chair
Audit Committee

**HOUSE OF ASSEMBLY
AND ITS STATUTORY OFFICES**

**FINANCIAL INFORMATION
AND
MANAGEMENT CERTIFICATION**

MARCH 31, 2014

**HOUSE OF ASSEMBLY
AND ITS STATUTORY OFFICES**

FINANCIAL INFORMATION

MARCH 31, 2014



**AUDITOR
GENERAL**
of Newfoundland and Labrador

INDEPENDENT AUDITOR'S REPORT

To the Members of the House of Assembly Management Commission
Province of Newfoundland and Labrador

I have audited the financial information of the House of Assembly and its statutory offices (the Assembly), which comprises the schedule of assets and liabilities as at March 31, 2014, the schedule of expenditure and related revenue, the schedule of gross expenditure and unexpended balances for the year then ended and a summary of significant accounting policies and other explanatory information. The financial information has been prepared by management of the Assembly to comply with the requirements of the *House of Assembly Accountability, Integrity and Administration Act* (the *Act*).

I have also audited, in accordance with section 43(6)(b) of the *Act*, the expenses incurred by the Assembly to determine whether they were in accordance with the policies of the House of Assembly Management Commission and, where applicable, the policies of the Executive Branch of Government.

As well, I have audited in accordance with section 43(6)(c) of the *Act*, the assessment of the Clerk of the House of Assembly of the effectiveness of the internal controls of the Assembly as at March 31, 2014.

Management's Responsibility for the Financial Information

The management of the Assembly is responsible for the preparation of this financial information in accordance with the accounting policies disclosed in Note 1 and for such internal control as management determines is necessary to enable the preparation of financial information that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on this financial information based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial information is free from material misstatement.

Independent Auditor's Report (cont.)

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial information. The procedures selected depend on the judgment of the auditor, including the assessment of the risks of material misstatement of the financial information, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial information in order to design audit procedures that are appropriate in the circumstances, but not typically for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial information.

I believe that the audit evidence I have obtained in all areas of responsibility is sufficient and appropriate to provide a basis for my audit opinion.

The internal control over financial reporting by the Assembly is a process designed to provide reasonable assurance regarding the reliability of financial reporting and the preparation of financial information. The internal control over financial reporting by the Assembly includes those policies and procedures that: (1) pertain to the maintenance of records that, in reasonable detail, accurately and fairly reflect the transactions and dispositions of the assets of the Assembly; (2) provide reasonable assurance that transactions are recorded as necessary to permit preparation of financial information in accordance with the accounting policies disclosed in the financial information, and that receipts and expenditures of the Assembly are being made only in accordance with proper authorizations; and (3) provide reasonable assurance regarding prevention or timely detection of unauthorized acquisition, use, or disposition of the assets of the Assembly that could have a material effect on the financial information.

Because of its inherent limitations, internal control over financial reporting may not prevent or detect misstatements. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the policies or procedures may deteriorate.

Opinion

In my opinion, the financial information of the Assembly for the year ended March 31, 2014 is prepared, in all material respects, in accordance with the accounting policies disclosed in Note 1.

Also, in my opinion, the expenses incurred by the Assembly were in accordance with the policies of the House of Assembly Management Commission which were in place during the year and, where applicable, the policies of the Executive Branch of Government.

Independent Auditor's Report (cont.)

As well, in my opinion, the assessment of internal controls by the Clerk of the House of Assembly over financial reporting at the Assembly as at March 31, 2014, was fairly stated and the internal controls over financial reporting at the Assembly were operating effectively, in all material respects, as at that date.

Basis of Accounting

Without modifying my opinion, I draw attention to Note 1 to the financial information, which describes the basis of accounting. The financial information is prepared to assist the House of Assembly Management Commission to comply with the requirements of the *House of Assembly Accountability, Integrity and Administration Act*. As a result, the financial information may not be suitable for another purpose.



TERRY PADDON, CA
Auditor General

August 18, 2014
St. John's, Newfoundland and Labrador

**HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
 PROVINCE OF NEWFOUNDLAND AND LABRADOR
 SCHEDULE OF ASSETS AND LIABILITIES**

March 31

2014

2013

ASSETS

Cash held in trust (Note 2)	\$ 1,208	\$ 398
Accounts receivable (Note 3)	374,017	435,372
Prepaid expenses (Note 4)	120,438	101,189
<u>Tangible capital assets (Note 5)</u>	<u>852,804</u>	<u>849,002</u>
Total assets	\$ 1,348,467	\$ 1,385,961

LIABILITIES

Accounts payable	\$ 31,153	\$ 37,138
Accrued payroll	249,658	178,706
Accrued paid and annual leave	1,692,158	1,715,067
Accrued overtime	88,216	252,775
Accrued severance pay (Note 6)	4,381,143	4,212,975
<u>Trust liability (Note 2)</u>	<u>1,208</u>	<u>398</u>
Total liabilities	\$ 6,443,536	\$ 6,397,059

Pensions and Group Health and Life Insurance Benefits (Note 7)

Commitments (Note 8)

See accompanying notes

Signed on behalf of the House of Assembly
 Management Commission:

 Chair of the House of Assembly
 Management Commission

 Member of the House of Assembly
 Management Commission

HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
PROVINCE OF NEWFOUNDLAND AND LABRADOR
SCHEDULE OF EXPENDITURE AND RELATED REVENUE
For the Year Ended March 31, 2014

	<u>Actual</u>	<u>Estimates</u>	
		<u>Amended</u>	<u>Original</u>
HOUSE OF ASSEMBLY			
Administrative Support			
Salaries	\$ 2,024,172	\$ 2,024,200	\$ 1,747,500
Employee benefits	5,310	5,600	4,500
Transportation and communications	59,184	64,800	64,800
Supplies	35,307	46,200	46,200
Professional services	65,291	131,800	155,600
Purchased services	22,062	65,900	72,000
Property, furnishings and equipment	45,618	47,500	122,500
	2,256,944	2,386,000	2,213,100
<u>Revenue - Provincial</u>	<u>(1,377)</u>	<u>-</u>	<u>-</u>
Total: Administrative Support	2,255,567	2,386,000	2,213,100
Legislative Library and Records Management			
Salaries	641,305	641,400	614,200
Employee benefits	1,216	1,300	900
Transportation and communications	3,344	4,200	10,000
Supplies	45,884	47,300	47,000
Purchased services	8,505	8,600	8,500
Total: Legislative Library and Records Management	700,254	702,800	680,600
Hansard and the Broadcast Centre			
Salaries	664,631	664,700	630,000
Employee benefits	250	300	600
Transportation and communications	3,062	3,500	6,000
Supplies	6,514	7,900	7,900
Professional services	23,760	23,800	-
Purchased services	159,058	214,900	279,900
Property, furnishings and equipment	159,937	160,400	10,000
Total: Hansard and the Broadcast Centre	1,017,212	1,075,500	934,400

HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
PROVINCE OF NEWFOUNDLAND AND LABRADOR
SCHEDULE OF EXPENDITURE AND RELATED REVENUE
For the Year Ended March 31, 2014

	<u>Actual</u>	<u>Estimates</u>	
		<u>Amended</u>	<u>Original</u>
HOUSE OF ASSEMBLY (cont.)			
Members' Resources			
Salaries	6,392,564	6,401,000	6,556,900
Transportation and communications	2,781	5,000	5,000
Purchased services	1,927	10,000	10,000
Allowances and assistance	1,668,520	2,365,600	2,365,600
Grants and subsidies	1,259	1,400	1,400
	8,067,051	8,783,000	8,938,900
Revenue - Provincial	(63,917)	-	-
Total: Members' Resources	8,003,134	8,783,000	8,938,900
House Operations			
Salaries	292,640	293,300	266,900
Employee benefits	2,850	9,900	9,900
Transportation and communications	62,906	145,500	145,500
Supplies	9,408	17,500	17,500
Professional services	-	3,900	3,900
Purchased services	53,240	76,600	76,600
Property, furnishings and equipment	540	1,700	1,700
Grants and subsidies	13,336	13,400	13,400
	434,920	561,800	535,400
Revenue - Provincial	(7,434)	(15,000)	(15,000)
Total: House Operations	427,486	546,800	520,400
Government Members Caucus			
Salaries	632,621	646,800	632,800
Employee benefits	1,123	1,800	1,800
Transportation and communications	15,928	24,900	24,900
Supplies	8,992	12,700	12,700
Purchased services	3,314	10,500	10,500
Property, furnishings and equipment	580	3,500	3,500
Grants and subsidies	46,757	46,800	46,800
Total: Government Members Caucus	709,315	747,000	733,000

HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
PROVINCE OF NEWFOUNDLAND AND LABRADOR
SCHEDULE OF EXPENDITURE AND RELATED REVENUE
For the Year Ended March 31, 2014

	<u>Actual</u>	<u>Estimates</u>	
		<u>Amended</u>	<u>Original</u>
HOUSE OF ASSEMBLY (cont.)			
Official Opposition Caucus			
Salaries	890,592	968,900	918,800
Employee benefits	3,435	3,500	2,000
Transportation and communications	55,300	63,200	70,000
Supplies	18,612	18,700	16,800
Purchased services	19,794	20,300	16,900
Property, furnishings and equipment	1,928	3,800	3,800
Grants and subsidies	11,354	11,400	10,700
Total: Official Opposition Caucus	1,001,015	1,089,800	1,039,000
Third Party Caucus			
Salaries	466,618	466,700	450,400
Employee benefits	1,101	1,400	1,400
Transportation and communications	24,314	25,700	25,700
Supplies	7,197	7,800	11,800
Professional services	5,000	5,000	-
Purchased services	9,704	10,400	10,000
Property, furnishings and equipment	80	1,100	2,500
Grants and subsidies	10,687	10,700	10,700
Total: Third Party Caucus	524,701	528,800	512,500
TOTAL: HOUSE OF ASSEMBLY	14,638,684	15,859,700	15,571,900
OFFICE OF THE CHIEF ELECTORAL OFFICER			
Salaries	1,032,234	1,032,300	869,700
Employee benefits	3,535	4,100	4,500
Transportation and communications	82,680	83,700	50,300
Supplies	12,821	12,900	9,000
Professional services	58,318	59,300	88,000
Purchased services	209,750	210,300	146,000
Property, furnishings and equipment	7,011	7,100	7,000
Grants and subsidies	13,312	16,400	-
Total: Office of the Chief Electoral Officer	1,419,661	1,426,100	1,174,500

**HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
 PROVINCE OF NEWFOUNDLAND AND LABRADOR
 SCHEDULE OF EXPENDITURE AND RELATED REVENUE
 For the Year Ended March 31, 2014**

	<u>Actual</u>	<u>Estimates</u>	
		<u>Amended</u>	<u>Original</u>
OFFICE OF THE CITIZENS' REPRESENTATIVE			
Salaries	618,240	618,300	565,500
Employee benefits	3,437	8,000	8,000
Transportation and communications	23,909	46,200	46,200
Supplies	3,541	10,000	10,000
Professional services	6,000	22,600	22,600
Purchased services	67,378	94,400	94,400
Property, furnishings and equipment	2,598	5,000	5,000
Total: Office of the Citizens' Representative	725,103	804,500	751,700
OFFICE OF THE CHILD AND YOUTH ADVOCATE			
Salaries	1,030,231	1,030,300	919,000
Employee benefits	2,026	3,500	3,500
Transportation and communications	50,283	62,200	65,000
Supplies	4,700	6,000	6,000
Professional services	18,059	25,000	25,000
Purchased services	150,186	165,900	165,900
Property, furnishings and equipment	6,710	6,800	4,000
Total: Office of the Child and Youth Advocate	1,262,195	1,299,700	1,188,400
OFFICE OF THE INFORMATION AND PRIVACY COMMISSIONER			
Salaries	1,003,754	1,009,600	991,400
Employee benefits	3,959	4,500	4,500
Transportation and communications	24,959	32,200	32,200
Supplies	13,395	14,200	10,300
Professional services	57,674	57,700	40,000
Purchased services	79,151	126,800	151,500
Property, furnishings and equipment	4,060	4,100	1,000
	1,186,952	1,249,100	1,230,900
Revenue - Provincial	(1,296)	-	-
Total: Office of the Information and Privacy Commissioner	1,185,656	1,249,100	1,230,900
TOTAL: HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES	\$ 19,231,299	\$ 20,639,100	\$ 19,917,400

See accompanying notes

**HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
 PROVINCE OF NEWFOUNDLAND AND LABRADOR
 SCHEDULE OF GROSS EXPENDITURE AND UNEXPENDED BALANCES
 For the Year Ended March 31, 2014**

Original estimates (net)	\$ 19,917,400
Add transfers of estimates	574,500
<u>Add back revenue estimates net of transfers and statutory payments</u>	<u>15,000</u>
Original estimates of expenditure	20,506,900
<u>Supplementary supply</u>	<u>147,200</u>
<u>Total appropriation</u>	<u>20,654,100</u>
Total net expenditure	19,231,299
<u>Add: revenue</u>	<u>74,024</u>
<u>Total gross expenditure</u>	<u>19,305,323</u>
<u>Unexpended balance of appropriation</u>	<u>\$ 1,348,777</u>

See accompanying notes

HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
PROVINCE OF NEWFOUNDLAND AND LABRADOR
NOTES TO FINANCIAL INFORMATION
March 31, 2014

Authority, nature of operations and basis of consolidation

The House of Assembly of Newfoundland and Labrador consists of 48 Members each of whom has been elected by the voters in the Provincial district which they represent. The House of Assembly in conjunction with the Lieutenant-Governor is known as the Legislature and its main role is to be the official law maker for all Provincial legislation. The Assembly debates draft legislation, estimates etc. and approves legislation or amendments for signature by the Lieutenant-Governor (Royal Assent).

This financial information reflects the financial operations of the House of Assembly and its Statutory Offices, as defined by the *House of Assembly Accountability, Integrity and Administration Act*. This financial information does not include the financial information of the Office of the Auditor General, which is another Statutory Office of the House of Assembly. The financial information of the Office of the Auditor General is audited by an independent firm of public accountants and presented under separate cover.

1. Summary of Significant Accounting Policies

The Schedule of Assets and Liabilities has been prepared on the accrual basis of accounting, consistent with the basis of accounting used in the preparation of the Consolidated Revenue Fund financial statements of the Province of Newfoundland and Labrador.

The Schedule of Expenditure and Related Revenue and the Schedule of Gross Expenditure and Unexpended Balances have been prepared on the modified cash basis of accounting, consistent with the basis of accounting in the preparation of the Report on the Program Expenditures and Revenues of the Consolidated Revenue Fund. In addition to the actual expenditure and related revenue for the year, for information purposes, the Schedule of Expenditure and Related Revenue includes the original and amended estimates for the House of Assembly and its Statutory Offices.

The accounting policies are also consistent with those used in the preparation of the Consolidated Revenue Fund financial statements except that this financial information does not include a provision for accumulating non-vesting sick leave benefits and non-vesting severance benefits.

2. Cash held in trust

The \$1,208 (2013 - \$398) of cash held in trust is held by the Office of the Chief Electoral Officer. There is a corresponding liability for this amount. These monies, including nomination fees, were deposited by candidates in General Elections and in by-elections from funds provided to the candidates in support of their respective election campaigns.

Candidates' nomination fees of \$200 per candidate are held until candidates file papers to have these fees reimbursed. Excess funds that exceed the campaign limits per the *Elections Act, 1991* are held in trust until the next Provincial general election.

HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
 PROVINCE OF NEWFOUNDLAND AND LABRADOR
 NOTES TO FINANCIAL INFORMATION
 March 31, 2014

3. Accounts receivable

	<u>2014</u>	<u>2013</u>
Due from Judgment Enforcements		
- former Members of the House of Assembly	\$ 370,842	\$ 431,297
Other amounts due from Judgment Enforcements	2,766,400	2,602,795
Miscellaneous amounts	3,175	4,075
	<u>3,140,417</u>	<u>3,038,167</u>
Less: allowance for doubtful accounts	<u>2,766,400</u>	<u>2,602,795</u>
Total accounts receivable	\$ 374,017	\$ 435,372

The accounts receivable and the related allowance for doubtful accounts for amounts due from Judgment Enforcements - former Members of the House of Assembly and Other amounts due from Judgment Enforcements were provided by the Office of the Comptroller General.

4. Prepaid expenses

	<u>2014</u>	<u>2013</u>
Prepaid expenses consists of:		
Memberships and subscriptions	\$ 51,886	\$ 61,333
Training and development	4,512	11,780
Travel and other	64,040	28,076
Total prepaid expenses	\$ 120,438	\$ 101,189

5. Tangible capital assets

	<u>2014</u>			<u>2013</u>
	<u>Original Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Furniture and equipment	\$1,535,240	\$ 682,436	\$ 852,804	\$ 849,002

These assets are amortized over a 10 year period.

HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
PROVINCE OF NEWFOUNDLAND AND LABRADOR
NOTES TO FINANCIAL INFORMATION
March 31, 2014

6. Accrued severance pay

The liability for severance pay in the amount of \$4,381,143 (2013 - \$4,212,975) is reported on the accrual basis of accounting on the Schedule of Assets and Liabilities and is calculated based on years of service and current salary levels.

Members of the House of Assembly are eligible for severance pay when they cease to be Members. Severance pay for Members is based on one month's basic indemnity for each year of service and is prorated for part of the year's service. Minimum severance for Members is three months pay, while maximum is twelve months pay.

Severance pay for political support staff is based on the nature of the termination of employment. Entitlement to severance pay vests with one year or more of uninterrupted service. No provision has been made in this financial information for severance pay for political support staff with less than one year of uninterrupted service. Political support staff who have their employment terminated are entitled to severance pay equal to one month's salary for each year of service. Minimum severance is three months pay, while maximum is twelve months pay. Political support staff who voluntarily resign their positions are entitled to one week's pay for each year of service up to a maximum of twenty weeks.

Severance pay vests with other employees after nine years of uninterrupted service, and accordingly no provision has been made in this financial information for employees who have less than nine years of uninterrupted service with the Province. Severance pay, at the rate of one week's pay for each year of service up to a maximum of twenty weeks pay, is payable when the employee ceases employment with the Province.

7. Pensions and Group Health and Life Insurance Benefits

Members participate in the Members of the House of Assembly Pension Plan (MHA Pension Plan), as defined by the *Members of the House of Assembly Retiring Allowances Act*. Members who were contributing to another private or employer related pension plan may opt out of the MHA Pension Plan for their first General Assembly provided the decision is made prior to the first payment of salary. The Members are required to participate in the MHA Pension Plan upon subsequent re-election.

The staff of the House of Assembly and Statutory Offices participate in the Public Service Pension Plan (PSPP), as defined by the *Public Service Pension Act, 1991*, or the Government Money Purchase Pension Plan (GMPP).

Amounts are paid out of the Consolidated Revenue Fund (CRF) to match the pension contributions of Members and staff who participate in the PSPP or the MHA Pension Plan. Amounts are also paid out of the CRF to generally match the pension contributions of staff who participate in the GMPP. These amounts are costs of the Province of Newfoundland and Labrador, and are not reflected in this financial information as costs of the House of Assembly and its Statutory Offices.

HOUSE OF ASSEMBLY AND ITS STATUTORY OFFICES
PROVINCE OF NEWFOUNDLAND AND LABRADOR
NOTES TO FINANCIAL INFORMATION
March 31, 2014

7. Pensions and Group Health and Life Insurance Benefits (cont.)

Under the *Pensions Funding Act*, the Province is responsible for liabilities for the cost of future pensions in excess of the contributions made by employees, other plan participants and employers. Any unfunded pension liabilities relating to the Members or staff of the House of Assembly and its Statutory Offices are liabilities of the Province and are not reflected in this financial information.

All retired employees and Members of the Legislature who participate in the MHA Pension Plan or the PSPP are eligible to participate in the Province's Group Health and Life Insurance Program. Amounts are paid out of the CRF to match the amounts deducted from those who participate in this program. These amounts are costs of the Province of Newfoundland and Labrador and are not reflected in this financial information.

The Province is responsible for any liability relating to the group health and life insurance program. Any unfunded liabilities relating to the Members or staff of the House of Assembly and its Statutory Offices are liabilities of the Province and are not reflected in this financial information.

Details regarding the MHA Pension Plan, the PSPP, the GMPP and the Group, Health and Life Insurance Program are outlined in the Public Accounts of the Province of Newfoundland and Labrador.

8. Commitments

The House of Assembly and its Statutory Offices have outstanding commitments in the amount of \$1,465,182 relating to the lease of office accommodations. The schedule of payments related to these leases is as follows:

2015	\$ 525,442
2016	446,962
2017	238,938
2018	183,308
2019	<u>70,532</u>
	<u>\$ 1,465,182</u>

9. Income taxes

The House of Assembly and its Statutory Offices are not subject to Provincial or Federal income taxes.

**HOUSE OF ASSEMBLY
AND ITS STATUTORY OFFICES
MANAGEMENT CERTIFICATION**

MARCH 31, 2014




**MANAGEMENT CERTIFICATION
HOUSE OF ASSEMBLY - MARCH 31, 2014**

Pursuant to Paragraph 28(3)(1) of the *House of Assembly Accountability, Integrity and Administration Act*,

I, **Sandra Barnes**, Clerk of the House of Assembly of Newfoundland and Labrador, certify that:

1. I have reviewed the financial information of the House of Assembly and Statutory Offices, as defined in the *House of Assembly Accountability, Integrity and Administration Act*, for the period ending March 31, 2014;
2. Based on my knowledge, the financial information does not contain any untrue statement of a material fact or omit to state a material fact required to be stated or that is necessary to make a statement not misleading in light of the circumstances under which it was made, with respect to the period covered by the financial information;
3. Based on my knowledge, the annual financial information presents in all material respects the results of transactions at the House of Assembly and Statutory Offices as defined in the *House of Assembly Accountability, Integrity and Administration Act*, as of the date and for the periods presented;
4. I am responsible for establishing and maintaining disclosure controls and procedures and internal control over financial reporting for the House of Assembly and Statutory Offices as defined in the *House of Assembly Accountability, Integrity and Administration Act*, and I have:
 - (a) designed such disclosure controls and procedures, or caused them to be designed under my supervision, to provide reasonable assurance that material information relating to the House of Assembly and Statutory Offices, as defined in the *House of Assembly Accountability, Integrity and Administration Act*, is made known to me by others, particularly during the period in which the financial information is being prepared;
 - (b) designed such internal control over financial reporting, or caused it to be designed under my supervision, to provide reasonable assurance regarding the reliability of financial reporting and the preparation of financial information in accordance with the required policies;
 - (c) evaluated the effectiveness of the disclosure controls and procedures as of March 31, 2014 and am satisfied with the effectiveness based on such evaluation; and
 - (d) evaluated the effectiveness of the internal control over financial reporting as of March 31, 2014 and am satisfied with the effectiveness based on such evaluation.


Clerk of the House of Assembly


Date

**House of Assembly Management Commission
Briefing Note**

Title: Budget Transfer Request

Issue: Approval of Transfer of Funds – Official Opposition Caucus

Background:

- The Transfer of Funds Policy, April 2008 requires the House of Assembly Management Commission approval to transfer funds to or from the Grants and Subsidies Main Object of expenditure. Section 4.2.1 of the Transfer of Funds Policy, states:

“ House of Assembly Management Commission approval is required to transfer funds to or from the following Main Objects of Current Account Expenditure of an Activity:

- *Loans, Advances and Investments;*
 - *Allowances and Assistance;*
 - *Grants and Subsidies; and*
 - *Debt Expenses.*
- In 2008, the Commission made the following decisions with respect to caucus funding:
 - Each caucus shall be entitled to \$100 per month for each Member of that caucus, with a monthly minimum of \$800, to fund miscellaneous operational purchases (**CM2008-085 refers**).
 - When a caucus increases in number and becomes entitled to additional amounts, that increase shall be effective immediately (**CM2008-085 refers**).
 - On August 26, 2014 the Official Opposition Caucus increased to thirteen Members.
 - A transfer of funds is required to the Official Opposition Caucus – Grants and Subsidies to provide operational funding for the period of August 26, 2014 to March 31, 2015 for one Member.

Analysis:

Legal Consultation:

Not applicable

Internal Consultation(s):

Not applicable

External Consultation(s):

Not applicable

Comparison to Government Policy:

Not applicable

Financial Impact:

Not applicable

Legislative Impact:

Not applicable

Options:

- Not applicable

Status:

- Not applicable

Action Required:

- The Commission's approval of the following transfer of funds is required:

From:

Subdivision 1.1.04.02 Members' Resources – Purchased Services \$ 900

To:

Subdivision 1.1.07.10 Official Opposition Caucus – Grants and Subsidies \$ 900

Prepared by: Wanda Lee Mercer

Approved by: Sandra Barnes

Date: October 8, 2014

Attachments:

1. Budget Transfer No. HOABT2015-0006

LEGISLATURE

Budget Adjustment No.: HOABT2015-0006

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0203	130	04B0	1061	000000	1.1.07.10 Official Opposition Caucus – Grants and Subsidies	\$900

FUNDS REQUIRED FOR:

Additional funds are required to provide operational funding for increase of one Member to the Official Opposition Caucus (CM2008-085 refers) for the period August 26, 2014 to March 31, 2015.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0206	110	0410	0611	000000	1.1.04.02 Members' Resources – Purchased Services	\$900

REASON FUNDS ARE AVAILABLE:

Moving and storage costs are less than anticipated.

VERIFIED BY: _____ Chief Financial Officer Date: _____	APPROVED BY: _____ House of Assembly Management Commission Date: _____
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**House of Assembly Management Commission
Briefing Note**

Title: Budget Transfer Request

Issue: Approval of Transfer of Funds – Office of the Citizens’ Representative (OCR)

Background:

- The Transfer of Funds Policy, April 2008 requires House of Assembly Management Commission approval to transfer funds from any Main Object (other than Salaries) into the Salaries Main Object.
- On July 1, 2014, the OCR became responsible for the implementation of, and investigations under, the *Public Interest Disclosure and Whistleblower Protection Act*. This has increased the work of the OCR in, primarily, four ways. First, it has had to develop educational and outreach material in an attempt to familiarize public employees with the particulars of the legislation. Second, the OCR has had to prepare for and present a series of presentations outlining key aspects of the program. Third, it has dealt with a number of inquiries from public employees contemplating filing whistleblowing complaints. Handling of these inquiries requires a substantially greater amount of time than dealing with ombudsman complaints. Finally, the OCR has accepted a number of ombudsman complaints from public employees when their concerns did not meet the technical requirements of the whistleblowing legislation.
- Without any change in the methodology used to compile statistics, the OCR has experienced a dramatic increase in ombudsman complaints and inquiries over the last number of years. In 2012-13, the OCR received 393 complaints and inquiries. In 2013-14 the number increased 54% to 607. This year the office is on track to receive 854 complaints and inquiries, a 40% increase from the previous year. This is taxing the capability of the office to provide timely and effective service ordinarily expected of an oversight body.
- Permanent staff complement of the OCR including the Citizens’ Representative is seven. Additionally, it currently has one investigator on contract which is due to expire on March 31, 2015.
- The OCR has identified \$15,000 savings in the professional services budget required for this transfer.
- The OCR’s professional services budget for 2014-15 is \$22,600. While some professional service fees are expected later in the fiscal year, the remaining \$7,600 in that budget allotment should cover same.
- The transfer will permit the OCR to recruit an investigator for a three-month period.

Analysis:

Legal Consultation:

Not applicable.

Internal Consultation(s):

Not applicable.

External Consultation(s):

Not applicable.

Comparison to Government Policy:

Not applicable.

Financial Impact:

Not applicable.

Legislative Impact:

Not applicable.

Options:

- Not applicable.

Status:

- Not applicable.

Action Required:

- The Commission's approval of the following transfer of funds is required:

From:

Subdivision 4.1.01.02 Office of the Citizens' Representative – Professional Services \$ 15,000

To:

Subdivision 4.1.01.01 Office of the Citizens' Representative – Salaries \$ 15,000

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Approved by: Sandra Barnes

Date: October 10, 2014