



**House of Assembly
Newfoundland and Labrador**

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

Date: October 7, 2009

Location: House of Assembly Chamber

Time: 9:00 a.m.

Members Present:

Hon. Roger Fitzgerald, Speaker

Mr. William MacKenzie, Clerk of the House of Assembly

Hon. Joan Burke, Government House Leader

Mr. Kelvin Parsons, Opposition House Leader

Ms. Beth Marshall, MHA (PC) Topsail

Hon. Jerome Kennedy, MHA (PC) Carbonear – Harbour Grace

Ms. Lorraine Michael, MHA (NDP) Signal Hill - Quidi Vidi

Other:

Mr. Tom Osborne, Deputy Speaker

Marlene Lambe, Chief Financial Officer

Ms. Marie Keefe, Policy and Communications Officer

Regrets:

Ms. Yvonne Jones, MHA (L) Cartwright - L'Anse Au Clair

CM 2009-044

The Commission, at an *in camera* meeting on August 12, 2009, directed the Clerk to write the Child and Youth Advocate inquiring as to the status of ongoing investigations by her office.

CM 2009-045

The minutes of the House of Assembly Management Commission meetings held on June 24, 2009 were approved as read.

The Speaker gave an update on authorizations made under subsection 18(4) of the *Members Resources and Allowances Rules* for the period ending September 30, 2009. The amount of \$18,080.00 (HST excluded) was approved for office accommodations for the Member for Trinity

North, Mr. Ross Wiseman. The public tender resulted in one acceptable bid. The amount of \$183.00 (HST excluded) was approved for a sign for the constituency office of the Member for Port de Grave, Mr. Roland Butler, as the office sign was not part of the original tender. The amount of \$8,878.80 (HST excluded) was approved for office accommodations for the Member for Grand Bank, Mr. Darin King, as it was the low bid on public tender for office accommodations.

The Speaker reported the following authorizations for travel by other modes as provided for in Section 40 of the *House of Assembly Accountability, Integrity and Administration Act*, for the period ending September 30, 2009:

1. Boat charter for Ms. Yvonne Jones, Cartwright – L’Anse au Clair, for a return trip from Mary’s Harbour to Battle Harbour on July 15, 2009 at a cost of \$120.00 for the Member to attend a function in her district.
2. Helicopter Charter for Ms. Yvonne Jones, Cartwright – L’Anse au Clair, for a return trip from Mary’s Harbour to Norman Bay and Black Tickle, Highway Const Site on July 16, 2009 at a cost of \$17,887.47 to allow the Member to travel to isolated communities in her district to hold meetings and community consultations.
3. Aircraft Charter for Ms. Tracey Perry, Fortune – Cape La Hune, for a return trip from Harbour Breton to St. John’s on July 24, 2009 at a cost of \$1,166.16. This method of travel realized cost savings for time and travel for the Member.
4. Boat Charter for Ms. Tracey Perry, Fortune – Cape La Hune, from Harbour Breton to Gaultois, on August 7, 2009 at a cost of \$158.20 The Member could not take the regular ferry due to meetings that morning. The boat charter was the quickest means of transportation for her to be present at the Gaultois Day celebrations.
5. Aircraft Charter for Ms. Yvonne Jones, Cartwright – L’Anse au Clair, for a return trip from Goose Bay to Charlottetown on August 21, 2009 at a cost of \$2,764.60 as the Member was delayed by weather in Torngate Mountains and needed to get to her District for meetings.
6. Aircraft Charter for Ms. Yvonne Jones, Cartwright – L’Anse au Clair, for a return trip from Goose Bay to Mary’s Harbour on September 4, 2009 at a cost of \$3,073.09 to allow the Member to attend an early meeting in her District.
7. Charter Aircraft for Ms. Yvonne Jones, Cartwright – L’Anse au Clair, from St. Anthony to Forteau on September 30, 2009 at a cost of \$650.00 as the Member was unable to get a regular flight in time to attend a district forum. This trip was **not** taken due to bad weather conditions.

The Quarterly Financial Reports for the April 1, 2009 to June 30, 2009 period were presented to the Commission for review.

CM 2009-046 The Commission approved the transfer of funds of \$43,700 from the Allowances and Assistance Main Object in the Members' Resources Activity to the Professional Services Main Object in the Office of the Citizens' Representative Activity.

CM 2009-047 The Commission approved the transfer of funds of \$26,500 from the Allowances and Assistance Main Object in the Members' Resources Activity to the Professional Services Main Object in the Administrative Support Activity.

CM 2009-048 The Commission, pursuant to subsection 24(9) of the *House of Assembly Accountability, Integrity and Administrations Act*, approved the reimbursement of allowable expenses totaling \$2,051.03, as requested in the Member's correspondence of July 20, 2009, which was submitted by the Member for St. George's - Stephenville East later than the 60 day deadline as required under subsection 7(6) of the *Members' Resources and Allowances Rules*.

CM 2009-049 The Commission, pursuant to subsection 24(9) of the *House of Assembly Accountability, Integrity and Administrations Act*, approved allowable expenses totaling \$375.47, as detailed in the Member's correspondence of September 28 and September 30, 2009, which were submitted by the Member for Placentia-St. Mary's later than the 60 day deadline as required under subsection 7(6) of the *Members' Resources and Allowances Rules*.

CM 2009-050 The Commission deferred a decision on the request that legal counsel be engaged to provide an opinion respecting the application of the *House of Assembly Accountability, Integrity and Administration Act* and the *Members' Resources and Allowances Rules* to ministerial or other expense and reimbursement policies, in order to allow Mr. Kennedy in his capacity as Minister of Finance to review the Comptroller-General's decision not to provide the legal opinion previously requested by the Commission.

The Clerk reported on authorizations given for furniture and equipment purchases. The Clerk approved \$499.00 for an office chair and filing cabinet for the constituency office of Mr. Darryl Kelly, District of Humber Valley and \$238.87 for the purchase of a round table for the constituency office of Mr. Ross Wiseman, District of Trinity North.

Caucus Operational Funding Expenditure Reports for fiscal 2008-09 were provided to the Commission, [for reporting purposes] only, in keeping with **CM 2008-085** which requires

each caucus to submit a report detailing expenditures on the use of this allocation within 90 days after the end of each fiscal year.

CM 2009-051 The Commission deferred a decision regarding potential recovery actions respecting possible discretionary allowance overpayments noted in the Forensic Audit Report.

Adjournment: 10:00 a.m.

Hon. Roger Fitzgerald, MHA
Speaker and Chair

Wm. MacKenzie
Clerk and Secretary to the Commission



**House of Assembly
Newfoundland and Labrador**

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

Date: October 20, 2009

Location: House of Assembly Chamber

Time: 9:00 a.m.

Members Present:

Hon. Roger Fitzgerald, Speaker

Mr. William MacKenzie, Clerk of the House of Assembly

Ms. Beth Marshall, MHA (PC) Topsail

Hon. Jerome Kennedy, MHA (PC) Carbonear – Harbour Grace

Ms. Lorraine Michael, MHA (NDP) Signal Hill - Quidi Vidi

Other:

Mr. Tom Osborne, Deputy Speaker

Marlene Lambe, Chief Financial Officer

Ms. Marie Keefe, Policy and Communications Officer

Regrets:

Hon. Joan Burke, Government House Leader

Mr. Kelvin Parsons, Opposition House Leader

Ms. Yvonne Jones, MHA (L) Cartwright - L'Anse Au Clair

CM 2009-052

The Commission deferred a decision respecting a request from Mr. Fraser March for the payment of legal services pending receipt of further information respecting the estimated cost of the services.

Adjournment: 9:20 a.m.

Hon. Roger Fitzgerald, MHA
Speaker and Chair

Wm. MacKenzie
Clerk and Secretary to the Commission

To: House of Assembly Management Commission

From: Speaker of the House of Assembly

Date: October 28, 2009

Subject: Speaker's Report - Travel by Other Modes (*Section 40 of 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 engagement of the mode of 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 proposal subject to conditions which he 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 Section 40 – Period Ending: October 28, 2009

DISTRICT	MEMBER	TYPE OF EXPENDITURE	COSTS	DETAILS
Cartwright – L'Anse au Clair	Ms. Yvonne Jones	Aircraft Charter From Cartwright to Goose Bay October 7, 2009	\$2,162.31	Member attended forum in Cartwright and could not access a commercial flight to get Member back to St. John's for meetings
Cartwright – L'Anse au Clair	Ms. Yvonne Jones	Aircraft Charter From St. Anthony to Forteau October 10, 2009	No estimated cost. (Flight was cancelled by Ms. Jones.)	There was no commercial flight available that day for Member to get to her district

Note:

At the October 7, 2009 meeting, the Speaker reported an approval for Ms. Yvonne Jones, Cartwright – L'Anse au Clair, to charter aircraft from St. Anthony to Forteau on September 30, 2009 at a cost of \$650.00 as the Member was unable to get a regular flight in time to attend a district forum. This trip was not taken due to weather conditions.

House of Assembly Management Commission

Briefing Note

Title: Fraser March Review - Update

Issue: Request from Mr. Fraser March regarding Legal Services

Background:

- The Minister of Justice announced, through a January 22, 2009 press release (copy attached as Appendix A), that he had requested the House of Assembly Management Commission to endorse the introduction of a resolution in the House of Assembly to conduct an independent review of the case of Mr. Fraser March. The Government House Leader introduced a resolution, on behalf of the Minister of Justice, at the Commission's January 27, 2009 meeting (copy attached as Appendix B).
- At its May 13, 2009 meeting, the Commission voted to endorse "the introduction of a resolution in the House of Assembly to appoint a retired Supreme Court Justice to conduct an independent and impartial review into the circumstances of Fraser March's removal from office, which review will include the opportunity for Fraser March to be heard." **CM 2009-025** refers.
- On May 28, 2009 the House of Assembly voted to adopt a Resolution to establish the Review (copy attached as Appendix C). The Terms of Reference for this Review directed that it would include "the opportunity for Mr. March to be heard by the retired Justice".
- Mr. March has written the Clerk "to request, based on fairness and judicial equity, that the House of Assembly pay for legal services that will reasonably be required on [his] part in order to properly participate in this House of Assembly review" (letter attached as Appendix D).
- Retired Justice John O'Neill officially commenced his Review on October 1 and must complete his work within two months – i.e., by November 30, 2009. Given these timelines, Justice O'Neill is of the view Mr. March's request must be decided expeditiously.
- The Commission has addressed requests by Member to pay for legal services in the past, but has never adopted an explicit policy, so the requests have been decided on a case-by-case basis. The Commission, historically, has required that approval for payment be sought in advance and that the matter relate directly to the duties of a Member of the House of Assembly. A summary of recent requests to the Commission is attached as Appendix E.

- These previous Member requests and Commission decisions do not appear to provide a precise precedent for Mr. March’s request. In the current case, the Commission played a direct role in establishing the Review of Mr. March’s case, including his opportunity to be heard. In Mr. March’s view, his involvement in the Review will require legal services “in order to properly participate”. Declining to provide legal services could be perceived as contributing to a lack of procedural fairness with respect to the Review.
- **At its October 20, 2009 meeting, the Commission deferred a decision respecting a request from Mr. Fraser March for the payment of legal services pending receipt of further information respecting the estimated cost of the services. CM 2009-052 refers.**
- **The Clerk had a number of telephone conversations with O’Dea Earle, legal counsel for Mr. March, in which he requested a detailed estimate of the cost of services to be provided to Mr. March. Based on O’Dea Earle’s current understanding of the Review process, they have submitted the following quote:**

Randell Earle	35.00 hrs	@ \$250/hr	= \$ 8,750.00
David Williams	100.00 hrs	@ \$140/hr	= <u>\$14,000.00</u>
Total:			<u>\$22,750.00</u>

Action Required:

- The Commission’s direction is requested.

Drafted by: Wm. MacKenzie
 Date: October 19, 2009
 Updated: **October 23, 2009**

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Justice

January 22, 2009

Minister of Justice Requests Review into Case of Former Citizens' Representative

The Honourable Tom Marshall, Minister of Justice and Attorney General, announced today that he has requested the House of Assembly Management Commission to endorse the introduction of a resolution, during the next session of the House of Assembly, to conduct an independent review into the case of former Citizens' Representative Fraser March.

"I have asked the Government House Leader to request the Management Commission of the House of Assembly to endorse the introduction of a resolution during the spring session that will allow for an impartial and independent review into the circumstances of Mr. March's tenure as Citizens' Representative," said Minister Marshall.

Mr. March was appointed Citizens' Representative in December 2001. A 2004 report of the Auditor General raised concerns relating to travel expenses in the Office of the Citizens' Representative. The Internal Economy Commission of the House of Assembly conducted a review of the concerns raised by the Auditor General and subsequently, Mr. March was removed from his position by a vote of House of Assembly December 12, 2005. On April 26, 2007, the Trial Division of the Supreme Court of Newfoundland and Labrador dismissed an application by Mr. March and concluded that due to parliamentary privilege, the motion passed in the House of Assembly was immune from judicial review.

"It is important, in the interests of natural justice, that Mr. March be provided the opportunity to have his case reviewed. To that end, I am requesting a review by a retired judge," said Minister Marshall. "While I support and respect the ruling of the Trial Division of the Supreme Court of Newfoundland and Labrador I believe this review to be necessary and in the best interest of the Office of the Citizens' Representative."

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Media contact:

Ken Morrissey
Director of Communications
Department of Justice
709-729-6985, 685-6612
kenmorrissey@gov.nl.ca

2008 01 22

1:35 p.m.

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Resolution

WHEREAS in December 2001, the Lieutenant – Governor in Council on resolution of the House of Assembly appointed Fraser March as the Citizens' Representative, pursuant to section 3(1) of the *Citizen's Representative Act*.

AND WHEREAS in 2004 the Auditor General advised the Speaker of the House of Assembly of concerns relating to travel expenses in the office of the Citizens' Representative and in the following months the Internal Economy Commission conducted a review of the Auditor General's concerns.

AND WHEREAS on December 1, 2005 the Government House Leader in the House of Assembly gave notice that he would be introducing a resolution recommending Fraser March's removal from office for cause.

AND WHEREAS on December 12, 2005, during debate on the resolution a member moved that the resolution be amended to provide Fraser March with "an opportunity to state his case to the House of Assembly before a vote is taken regarding his removal...". Following debate the amendment was defeated, and the House of Assembly by a majority then passed a resolution that Fraser March be removed from the office of Citizens' Representative. By Order-in-Council, the Lieutenant-Governor in Council removed Fraser March from office, effective December 12, 2005.

AND WHEREAS on April 6, 2007 Justice Orsborn of the Supreme Court, Trial Division, dismissed an Application by Fraser March and concluded that the resolution and the manner in which it was debated was immune from judicial review due to Parliamentary privilege.

AND WHEREAS Fraser March has requested that there be an independent and transparent review of the circumstances surrounding his dismissal, and that as a result of Justice Orsborn's ruling, such a review is not possible through the judicial process.

BE IT RESOLVED that this Commission endorse a resolution in the House of Assembly, when it next sits, to appoint a retired Supreme Court Justice to conduct an independent and impartial review into the circumstances of Fraser March's removal from office, which review will include the opportunity for Fraser March to be heard.



HOUSE OF ASSEMBLY
Newfoundland and Labrador

THIS IS TO CERTIFY that the Honourable the House of Assembly of the Province of Newfoundland and Labrador adopted the following Resolution on May 28, 2009:

“WHEREAS pursuant to subsection 3(1) of the Citizens’ Representative Act and following a resolution of the House of Assembly on December 13, 2001, the Lieutenant-Governor in Council, by Order in Council dated December 14, 2001, appointed Mr. Fraser March to serve as the Citizens’ Representative commencing on February 1, 2002;

AND WHEREAS the Auditor General in his Report on Reviews of Departments and Crown Agencies for the Year ending March 31, 2004, as submitted to the Speaker on January 26, 2005, identified a number of concerns relating to the operations of the Office of the Citizens’ Representative;

AND WHEREAS the said Auditor General Report contained the written response of the Citizens’ Representative with respect to the identified concerns;

AND WHEREAS the Internal Economy Commission of the House of Assembly conducted a review of the concerns raised by the Auditor General, hired an independent legal consultant to advise the Internal Economy Commission respecting those concerns and offered Mr. March himself, or through his solicitor, four opportunities to present his case before the Commission, which he declined;

AND WHEREAS on June 29, 2005, the Internal Economy Commission directed the Speaker to recommend to the Lieutenant-Governor in Council that pursuant to subsection 7(1) of the Citizens’ Representative Act the Citizens’ Representative be suspended;

AND WHEREAS on August 30, 2005 the Lieutenant-Governor in Council temporarily suspended, with pay, the Citizens’ Representative from his duties pursuant to section 7 of the Citizens’ Representative Act;

AND WHEREAS on December 12, 2005, the House of Assembly, by a majority vote of its Members passed a resolution that Mr. March be removed from the Office of the Citizens’ Representative;

AND WHEREAS following the said Resolution the Lieutenant-Governor in Council, under section 6 of the Citizens’ Representative Act, issued an Order in

Council removing Mr. March from the Office of Citizens' Representative effective December 12, 2005;

AND WHEREAS on April 6, 2007, Justice David Orsborn of the Supreme Court Trial Division dismissed an Application by Mr. Fraser March and concluded that the Resolution and the manner in which it was debated by the House of Assembly was immune from judicial review due to Parliamentary Privilege;

AND WHEREAS Mr. March has requested that there be an independent review of the circumstances surrounding his removal;

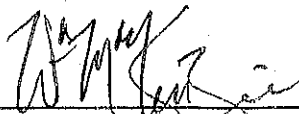
AND WHEREAS the Minister of Justice, on January 22, 2009 announced that he had asked the Government House Leader to request that the Management Commission of the House of Assembly endorse the introduction of a Resolution during the next session of the House of Assembly, to conduct an independent review of the case of the former Citizens' Representative, Mr. Fraser March;

AND WHEREAS on May 13, 2009, a majority of the House of Assembly Management Commission members resolved that the Commission endorse a resolution in the House of Assembly to appoint a retired Supreme Court Justice to conduct an independent and impartial review into the circumstances of Fraser March's removal from office, which review will include the opportunity for Fraser March to be heard;

THEREFORE BE IT RESOLVED that the House of Assembly Management Commission select a retired Supreme Court Justice who shall be appointed to conduct a review of the actions of Mr. Fraser March that led to his removal from the Office of the Citizens' Representative;

AND BE IT FURTHER RESOLVED that the terms of reference for the said review shall be as follows:

1. The retired Justice is authorized to undertake an independent review and evaluation of the actions of Mr. Fraser March with respect to the decision to remove him from the office of the Citizens' Representative
2. The review shall include the opportunity for Mr. March to be heard by the retired Justice.
3. The retired Justice is authorized to produce an opinion as to whether or not, there was sufficient cause to remove Mr. March from office.
4. The review shall be completed within two months, at which time the retired Justice shall issue a written report to the Speaker for distribution to Members of the House of Assembly."



William MacKenzie
Clerk of the House of Assembly

FRASER MARCH
MEDIATION/DISPUTE RESOLUTION

P.O. Box 36
Blaketown, NL.
A0B 1C0
(709) 759-2554 or (709) 746-1355
Fax: (709) 582-3788
frasermarch@persona.ca

2009/10/12

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

Dear Clerk:

I was dismissed from the position of Citizens' Representative by a vote of the House of Assembly on 2005/12/13.

This year the House of Assembly decided to review my dismissal.

I have been notified by Tobias McDonald Law offices that you have made an appointment to deal with this review.

While I have not received any notification from the House of Assembly, I am proceeding on the notion that information received from Mr. McDonald is correct.

This is to request, based on fairness and judicial equity, that the House of Assembly pay for legal services that will be reasonably required on my part in order to properly participate in this House of Assembly review.

I will be represented by the law firm of O'Dea Earle in this matter.

Sincerely,

Fraser March

CC: Legislative Counsel.

MHA Requests for Payment of Legal Services since 1993

- 2005 - Mr. Eddie Joyce – concerning matters which arose following the 2003 General Election. Declined.
- 2006 - Mr. Eddie Joyce and Mr. Kelvin Parsons – concerning alleged defamation by CBC News. Approved.
- 2006/07 - Solicitors for Mr. Wally Andersen, Mr. Randy Collins and Mr. James Walsh (as well as Mr. Bill Murray) – respecting Auditor General Report and criminal charges. Declined.
- 2007 - Mr. John Hickey – concerning alleged defamation by a former Member. Approved for initial review; subsequent steps to be re-evaluated.
- 2008 - Ms. Lorraine Michael – concerning the interpretation of paragraph 12(1)(g) of *House of Assembly Accountability, Integrity and Administration Act*. Declined.

**House of Assembly Management Commission
Briefing Note**

Title: Caucus Operational Funding Grants

Issue: Policy for Caucus Operational Funding Grants

Background:

- At its October 15, 2008 meeting, the Commission approved operational funding for each caucus. The Minute stated that guidelines respecting eligible and ineligible purchases under the operating funding allocation shall be determined by the Commission. It also stated that 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. **(CM 2008-085 refers.)**
- A proposed policy which provides a list of eligible and ineligible items, services and activities on which the grant funding may be spent was brought to the Management Commission at its June 24, 2009 meeting.
- The Commission directed that the proposed Caucus Operational Funding Grants Policy be referred back to the Caucuses to allow for further revisions and to be brought back to a subsequent Commission meeting. **CM 2009-040 refers.**
- Each caucus has been contacted and feedback has been received from the Official Opposition Caucus and the Third Party Caucus.
- A second draft of the policy is being completed and will be forwarded to each of the three caucuses for final review and comment. The policy will be brought to a subsequent meeting for Commission approval and adoption.

Action Required:

- For information purposes only.

Drafted by: Marie Keefe
Date: October 27, 2009

Approved by: William MacKenzie

House of Assembly Management Commission
Briefing Note

Title: Automobile Allowance

Issue: Legal Opinion

Background:

- The Commission, by **CM 2008-010** and **CM 2008-020**, adopted the Ministerial Expense Policy to address expenses incurred by the Speaker, the Leader of the Opposition and the Leader of the Third Party while performing the duties of these office holders, separate from their duties as Members, in the same manner as Ministers. Since Confederation, the Speaker and the Leader of the Official Opposition have been eligible for the same expense reimbursement regime as Ministers in the execution of their duties. The application of this to the Leader of the Third Party is more recent.
- The Comptroller General, in the Fall of 2008, sought legal advice as to whether those three office holders were eligible to receive the Automobile Allowance (Option A) of the Ministerial Expense Policy and determined that it was a non-accountable allowance that could not be adopted in any manner for those three positions except as laid out in paragraphs 15(1)(a) and (b) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act). This decision was based on a legal opinion received from the Department of Justice. (Comptroller General's correspondence of 17 April 2009 attached.)
- In reviewing the Act, the 'Green Report' and the *Members' Resources and Allowances Rules*, the Clerk and the Law Clerk concluded that the *House of Assembly Accountability, Integrity and Administration Act* (with exceptions for specific purposes, such as establishing salaries by statute) addresses constituency expense and allowance issues respecting Members of the House of Assembly as Members and not as other office-holders. Thus, subsection 15(1) was intended to address Members as Members with respect to their constituency and House of Assembly duties, and not as holders of other offices or positions, such as the Speaker or Ministers.
- The Commission directed the Clerk to request a copy of the legal opinion respecting non-accountable allowances as referenced in the Comptroller General's letter. **CM 2009-036** refers. The Comptroller General has refused permission for the Department of Justice to release the opinion as

requested by the Commission (23 July 2009 letter from Department of Justice attached).

- A similar issue has recently arisen with respect to reimbursement rates for mileage. The Comptroller General has determined that the 9000 kilometre government rate for Members required to use their vehicles is to be shared as a total between Ministerial and MHA constituency use.
- The Clerk and Law Clerk are of the firm opinion that there is a strong argument to support their conclusions and that the Legislature should engage outside legal counsel to independently review the issue.
- **The Commission deferred a decision on the request that legal counsel be engaged to provide an opinion respecting the application of the *House of Assembly Accountability, Integrity and Administration Act* and the *Members' Resources and Allowances Rules* to ministerial or other expense and reimbursement policies, in order to allow Mr. Kennedy in his capacity as Minister of Finance to review the Comptroller-General's decision not to provide the legal opinion previously requested by the Commission. CM 2009-050 refers.**

Action required:

Recommended Minute:

- The Commission directed that legal counsel be engaged to provide an opinion respecting the application of the *House of Assembly Accountability, Integrity and Administration Act* and the *Members' Resources and Allowances Rules* to ministerial or other expense and reimbursement policies.

Drafted by: Marie Keefe
Date: September 14, 2009
Updated: **October 28, 2009**

Approved by: Wm. MacKenzie



Government of Newfoundland and Labrador
Department of Finance
Office of the Comptroller General

April 17, 2009

Mr. William MacKenzie
Clerk of the House
House of Assembly

RE: NON-ACCOUNTABLE ALLOWANCE AND ADOPTION OF MINISTERIAL
EXPENSE REIMBURSEMENT POLICIES OF THE EXECUTIVE BRANCH
AND SECTION 15 (1) OF THE HOUSE OF ASSEMBLY ACCOUNTABILITY,
INTEGRITY AND ADMINISTRATION ACT (ACT)

I refer to our discussions on the above-noted matter.

I have received a legal opinion provided to me by Mr. Reg Locke, Senior Solicitor,
Department of Justice.

The opinion provides advice with respect to the non-accountable allowance and Section 15 (1) of the Act. The commission has adopted the ministerial car allowance on January 23, 2008 and April 11, 2008, and this is a type of non-accountable allowance. Section 15 (1) of the Act does not provide for this non-accountable allowance unless the process outlined in Section 15 (1) is followed, and this has not yet occurred.

I also note that historically, prior to this new Act, the Speaker and Leader of the Opposition had generally been afforded the ministerial benefits such as a car allowance as provided to Ministers of Government. I also acknowledge your understanding that the intent of the Act was not to deny this.

In the event that you are considering an amendment to the Act to cure the situation, please keep me advised of the intended wording of the proposed amendment and when it has been enacted. In the drafting of an amendment, consideration should also be given to address the capital cost component which is included in mileage reimbursement by its very nature versus a car allowance amount. I also noted that the ministerial reimbursement policies permit a Minister to claim either the car allowance or mileage but not both. I advise for completeness of information that the Canada Revenue Agency requires employers to report as a taxable benefit amounts paid for mileage when a car allowance is also paid.

I note that I am not in a position to continue those car allowance payments under CM2008-010 and CM2008-020 in future in the absence of an amendment to the Act as the *Financial Administration Act* precludes this.

I also note that the opinion stated that the amounts already paid may not be recoverable based upon the doctrine of estoppel. You may wish to seek legal advice to explain this doctrine and its impact. Any adoption of this doctrine as a reason not to collect prior amounts should be confirmed at a meeting of the Management Commission. Please advise me of their decision.



RONALD A. WILLIAMS, CA
Comptroller General of Finance

RW/ei

cc T. Paddon

SAFINMNGCOMP-GEN\Ron\2009\William MacKenzie - Non-Accountable Allowance - Reimbursement Policies.doc



Government of Newfoundland and Labrador
Department of Justice
Civil Division

Reg Locke
Telephone #: (709) 729-2886
E-mail: Regl@gov.nl.ca

OFFICE OF THE CLERK

JUL 23 2009

July 23, 2009

Mr. William MacKenzie
Clerk of the House of Assembly
House of Assembly
Newfoundland and Labrador
Main Floor, East Block
Confederation Building

Dear Mr. MacKenzie:

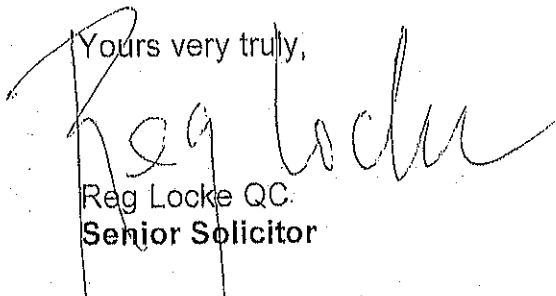
I refer to your letter dated July 3, 2009 in which a request was made to the Department of Justice for a copy of a legal opinion I had provided to the Comptroller General. The letter was on the issue of payment of non-accountable allowances and the impact of section 15(1) of the House of Assembly *Accountability, Integrity and Administration Act*.

I have earlier advised you by email that I do not have authority to release my opinion.

I note that your referred me to CM2009-036.

The Department of Justice cannot release an opinion which is subject to solicitor-client privilege without the consent of the client. In this case, the Comptroller General has not given his consent. I know of no rule giving the Management Commission any power to compel him to do otherwise or to compel the Department of Justice to do otherwise. I cannot release the opinion to the Management Commission. The Department of Justice advises the Executive Branch of Government.

Yours very truly,


Reg Locke QC.
Senior Solicitor

cc: Ronald A. Williams, CA
Comptroller General of Finance

House of Assembly Management Commission

Briefing Note

Title: Forensic Audit Report - Update

Issue: Auditor General's Response to Commission on possible discretionary allowance overpayments

Background:

- The Commission, at its June 24 meeting, considered the Forensic Audit Report prepared by Grant Thornton in response to Green Recommendation #49. [The briefing note for the June 24 meeting is attached, without appendices.]
- The Forensic Audit Report noted discretionary allowance payments which appeared to exceed \$5,500 in a given year. A number of these amounts, however, did not correspond with the amounts arrived at by the Auditor General. Our external solicitor questioned “whether it was feasible or practical to determine if overpayments of discretionary allowances were made, given the amounts involved, the adequacy of the records (including lack of supporting documentation), and the state of the financial controls and management practices at the relevant time.”
- The Commission requested the Auditor General's advice as to whether sufficient information is available, (based on his prior reviews), to determine with reasonable certainty that overpayments were made under the discretionary allowance category for the years 1996-97 to 2003-04. **CM2009-038 refers.** The Clerk's letter to the Auditor General and his response are attached.
- The Auditor General states that with respect to these discretionary allowance amounts: “My review of documentation supporting payments to Members did suggest with “reasonable certainty” that some overpayments were made under the discretionary allowance category. It is my opinion that the exact amount of overpayments to individual Members cannot be determined with the same “reasonable certainty”. My opinion is based on the poor condition of the House of Assembly records during the period of review, the lack of any meaningful review of these records by House of Assembly officials and the lack of detail provided on decisions of the Internal Economy Commission in minutes of Commission meetings”.

- The Auditor General also notes that the two areas in his review where he could determine with “reasonable certainty” that overpayments were made to individual Members were the excess payments and the double billings. Recovery action is ongoing in both these areas.
- It is the Auditor General’s opinion that the exact amount of overpayments to individual Members cannot be determined with reasonable certainty. In light of this, it would not be feasible or practical to initiate recovery actions on possible overpayments. Therefore, the Clerk recommends that no recovery actions be undertaken.
- **The Auditor General’s advice was provided to the Commission, at its October 7 meeting. The Commission deferred a decision on the issue of potential recovery action and requested details of monies owed, payments made and outstanding payments regarding excess allowances and double billings to ensure they had full information prior to making a decision. CM 2009-051 refers.**
- **The requested information is provided in two subsequent briefing notes entitled Double Billings – Auditor General’s 2007 Report and Excess Constituency Allowance Payments – Auditor General’s Reports.**

Action Required:

Recommended Minute:

- The Commission concurred with the Clerk’s advice that no recovery actions be initiated respecting possible discretionary allowance overpayments noted in the Forensic Audit Report

Drafted by: Marlene Lambe
Date: September 29, 2009
Updated: **October 28, 2009**

Approved by: William MacKenzie

**House of Assembly Management Commission
Briefing Note**

Title: Forensic Audit – Green Recommendation #49

Issue: Results of Forensic Audit Report

Background:

Discretionary allowance maximum & HST

- The Report of the Review Commission on Constituency Allowances and Related Matters noted there were two Internal Economy Commission Minutes which appeared to amend Members' constituency allowances, although no details were provided in those Minutes. Chief Justice Green commented "I have been unable to confirm, from the records made available to me and my research staff, whether or not any such payments were in fact made or to whom they might have been made." [The section of the Green Report is attached as Appendix A.] Chief Justice Green therefore made the following recommendation (#49):

A forensic accounting investigation should be conducted to determine if the transactions contemplated by the decisions of the Commission of Internal Economy on March 6, 2002 and February 26, 2003, with respect to potential payments to MHAs of sums related to their constituency allowances occurred, and if so, if they reflected the intent of the decision so made.

- To action this recommendation, an external accounting firm was contracted to undertake the forensic audit. The Report was received on 26 February 2009. [Attached as Appendix B.] The Report offers a very qualified opinion that the common discretionary allowance payment of \$5500, when the stated maximum was \$4800, "appears to support the fact that there was an event to trigger the increased payment[s]" but goes on to note that, because of fiscal year postings, the Minutes did not actually approve the payments.
- The Report also notes, however, that \$717 (rounded) of the \$5,500 was charged to the government HST account while only \$4,783 was charged to the Allowances and Assistance account. Although the HST on the \$4,800 maximum was \$720 (at 15%), which would have resulted in total payment of \$5,520 (\$4800 + \$720), it was apparently common practice for the then-Director of Financial Operations to round such figures – in this case, to \$5,500. As noted above, the actual split of the \$5,500 was \$717 HST and \$4,783 Allowance and Assistance.

- The forensic audit Report was shared with the Auditor General and the Comptroller General for their comments. Correspondence was initiated with the Auditor General in a letter from the Clerk on 26 March 2009, to which he replied on 3 April. Subsequent discussions with the Auditor General lead to additional correspondence of 9 April 2009 (all correspondence attached as Appendix C). Further discussions were also held with the Auditor General and Comptroller General. It was their view that the \$717 represented the HST portion of the payment, based on their knowledge of the practice of the former Director of Financial Operations.
- Consequently, the \$5,500 amount, which includes the \$717, does not appear to reflect the intent of the two Minutes. This was the only 'common' amount which the accounting firm could find in Members' accounts for those two years. This result mirrors the results of the Auditor General and Comptroller General reviews which found no common amount, percentage or other pattern of payments which might show that the two Minutes had been actioned.
- Legal counsel was contracted to review the forensic report and resulting discussions/correspondence with the Auditor General and the Comptroller General and to consider what action, if any, was called for as a result of the audit. The solicitor has determined that it is not probable that additional discretionary payments were authorized by the two Minutes.
- Based on the forensic report, discussions with both the Auditor General and the Comptroller General and the legal advice, the Clerk and Chief Financial Officer are satisfied that the \$5,500 amount was authorized by the rules of the day, in that it included the HST component as did other categories of expenses. With respect to Recommendation #49, following the various reviews undertaken by the Auditor General, Comptroller General and Grant Thornton, with no clear results, it does not appear possible to determine if any such transactions or amendments actually occurred. It is also worthy of note that the two IEC Minutes spoke of 'constituency allowances' and not the discretionary allowance component.

Discretionary Allowance Payments greater than \$5,500

- The forensic audit also pointed to discretionary allowance payments to Members which appear to exceed \$5,500 in a given year. The Auditor General had previously reviewed Members' discretionary allowances as part of his September 2007 Report On the Review of Constituency Allowance Claims 1989-90 through to 2005-06. (Attached as Appendix D). Figure 18 of the Auditor General's report indicates (in row marked "other") that \$24,562 was paid to 29 Members during the period from 1996-97, when the discretionary allowance was instituted, until 2004 when it was terminated.

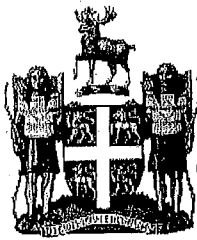
- The Auditor General has indicated his review had determined that some of the amounts identified in the forensic audit report as discretionary were included in the wrong category on the claim and were in fact expenditures with receipts and not discretionary amounts.
- The solicitor questions whether it is feasible or practical to determine if overpayments were made, given the amounts involved, the adequacy of records (including lack of supporting documentation), and the state of the financial controls and management practices at the relevant time. He recommends the Commission consider requesting the Auditor General to advise whether he considers sufficient information is available (based on his prior reviews) to determine with reasonable certainty that overpayments were made. (Correspondence from Stewart McKelvey is attached as Appendix E.)

Action Required:

- The Commission requests the Auditor General's advice as to whether sufficient information is available (based on his prior reviews) to determine with reasonable certainty that overpayment were under the discretionary allowance category for the years 1996-97 to 2003-04.

Drafted by: Marlene Lambe
Date: June 11, 2009

Approved by: William MacKenzie



Office of the Auditor General of Newfoundland and Labrador

Head Office

15 Dundee Ave., Mount Pearl
Box 8700 ♦ St. John's, NL ♦ A1B 4J6
T: 709-729-2695 ♦ F: 709-729-5970
Email: adgopp@gov.nl.ca

Auditor General

John L. Noseworthy, CA
T: 709-729-2700
Email: jnoseworthy@gov.nl.ca

Regional Office

1 Union St., Corner Brook
Box 2006 ♦ Corner Brook, NL ♦ A2H 6J8
T: 709-637-2295 ♦ F: 709-637-2595

22 July 2009

Ref: oag0709E81.01

Mr. William MacKenzie
Clerk of the House of Assembly
House of Assembly
P.O. Box 8700
St. John's, Newfoundland and Labrador
A1B 4J6

Dear Mr. Mackenzie:

I am writing in response to your letter dated 3 July 2009, and as a follow-up to our subsequent discussion.

In the letter, you indicated that the results of the recent Forensic Audit Report were discussed at the House of Assembly Management Commission meeting held on 24 June 2009, and that the Commission had made the following decision:

"The Commission requests the Auditor General's advice as to whether sufficient information is available (based on his prior reviews) to determine with reasonable certainty that overpayments were made under the discretionary allowance category for the years 1996-97 to 2003-04."

In response to the Commission's request, I offer the following:

My review of documentation supporting payments made to Members did suggest with "reasonable certainty" that some overpayments were made under the discretionary allowance category. However, it is my opinion that the exact amount of overpayments to

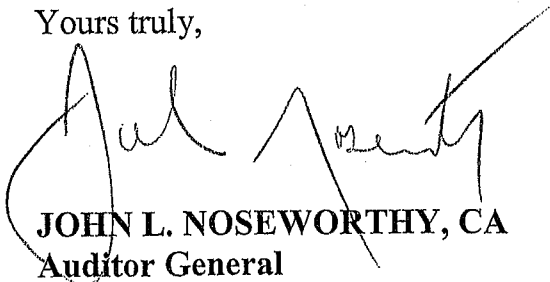
individual Members cannot be determined with the same "reasonable certainty". My opinion is based on the poor condition of House of Assembly records during the period of my review, the lack of any meaningful review of these records by House of Assembly officials and the lack of detail provided on decisions of the Internal Economy Commission in minutes of Commission meetings.

As I indicated to you in our discussion subsequent to receiving this letter, there were two areas in my review of constituency allowance payments where I could determine with "reasonable certainty" the amount of overpayments made to individual Members – overall excess payments and double billings. Overall excess payments were based on a comparison of total payments to allowance limits as I understood them to be during the period covered by my review, while double billings were based on an examination of documentation submitted by Members where the same support was used for more than one payment. Any overpayments identified from these two areas did not involve how payments were allocated at the House of Assembly among the various allowance categories.

One has to consider that the recent Forensic Audit Report prepared for the House of Assembly, and which covered only the two fiscal years 2002 and 2003, did not result in any "reasonable certainty" with regards to the exact amount of discretionary allowance overpayments to individual Members. In fact, at the request of an ad-hoc committee of the Management Commission considering this matter, on 7 May 2009 my Office provided an analysis on the likely differences between our excess discretionary allowance amounts and those identified in the Forensic Audit Report. These differences are indicative of the difficulties in determining with "reasonable certainty" the exact amounts of excess discretionary allowance payments.

Please do not hesitate to contact me if you wish to discuss this matter further.

Yours truly,



JOHN L. NOSEWORTHY, CA
Auditor General



HOUSE OF ASSEMBLY
Newfoundland and Labrador

July 3, 2009

Mr. John Noseworthy, C.A.
Auditor General
Office of the Auditor General
Dundee Avenue
Mt. Pearl, NL

Dear Mr. Noseworthy:

The results of the Forensic Audit Report were discussed at the House of Assembly Management Commission meeting on June 24, 2009. We contracted legal counsel to review the report and the resulting discussions/correspondence with you and the Comptroller General and consider what action, if any, was called for as a result of the audit.

The solicitor has determined that it is not probable that additional discretionary payments were authorized by the March 6, 2002 and February 26, 2003 minutes of the Internal Economy Commission.

We also requested the solicitor to review the discretionary allowance payments to Members which appear to exceed the \$5,500 in a given year. The solicitor questioned whether it is feasible or practical to determine if overpayments were made given the amounts involved, the adequacy of records (including lack of supporting documentation), and the state of the financial controls and management practices at the relevant time. He recommended that the Commission consider requesting you to advise, based on your prior reviews, whether you consider sufficient information is available to determine with reasonable certainty that over-payments were made. The correspondence from Stewart McKelvey is attached.

The following decision was made by the Commission:

“The Commission requests the Auditor General’s advice as to whether sufficient information is available (based on his prior reviews) to determine with reasonable certainty that overpayments were made under the discretionary allowance category for the years 1996-97 to 2003-04.” (CM2009- 038 refers.)

Based on this decision, are you able to provide your opinion as to whether you would consider that overpayments were made during the fiscal years reviewed?

Sincerely,

M. Lambe

for

William MacKenzie
Clerk of the House of Assembly

House of Assembly Management Commission

Briefing Note

Title: Double Billings – Auditor General’s 2007 Report

Issue: Status of Members’ repayments

Background:

- The Commission, at its October 7 meeting, considered the issue regarding potential recovery actions respecting possible discretionary allowance overpayments noted in the Forensic Audit Report. The Commission deferred a decision on the issue of potential recovery action and requested details of monies owed, payments made and outstanding payments regarding excess allowances and double billings to ensure they had full information prior to making a decision. **CM 2009-051 refers.**
- The Auditor General released his Report on a Review of Constituency Allowance Claims 1989-90 through to 2005-06 on September 14, 2007. One finding of the review was that double billings of \$212,108 had been paid to 88 Members during that period. The Auditor General wrote to each of the Members and suggested that they resolve the matter with the Clerk of the House of Assembly.
- In subsequent months, staff of the House of Assembly contacted each of the 88 Members to discuss repayment. In many cases, the Members requested copies of all documentation respecting the double billings identified, so that they could review the matter. This detailed documentation was supplied to the House of Assembly Service by the Auditor General and forwarded to Members who requested it. Following their review, many Members provided repayment in full or made arrangements to repay over time. Seven Members have made no payments.
- A report is provided on payments received to October 26, 2009. A summary sheet is also provided. Excluding the amounts owing from the three former Members with excess payments (Anderson, Byrne, Collins), 90% of the monies owing has been collected to date.
- The double billing amounts for the three former Members form part of the debt amount included in the Statements of Claim which were filed by the Attorney General. These amounts are being recovered by that Office of the

Comptroller General through the processes outlined in the accompanying briefing note on Excess Constituency Allowance Payments.

- Recovery of the double billing amounts is complicated by the provisions of the *Limitations Act*. In summary, that statute establishes various time limits, depending on circumstances, within which actions such as debt recovery can be pursued. As some of the double billings date back beyond the various limitation periods, legal action cannot be pursued in most cases.

Action required:

- For information purposes only.

Drafted by: Marlene Lambe
Date: 26 October 2009

Approved by: William MacKenzie

Summary Accounts Receivable - Double Billings

	Number	Amount
Members with double billings - Auditor General's Report	88	212,108
Members paid in full	79	132,933
Members with balances owing	9	79,175

Two (2) former Members who have made payments but amounts still owing		
Paul Shelley		6,909
Anthony Sparrow		702
		7,610

Four (4) former Members who have not made any payments		
Graham Flight		59
Roger Grimes		378
Melvin Penney		868
William Ramsay		5,658
		6,963

Sub-total - Amounts owing excluding 3 former Members with excess payment amounts		14,573
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Three (3) former Members who have not made any payments on double billings. These amounts have been included in the Statement of Claims filed by the Office of the Comptroller General.		
Wally Anderson		17,484
Ed Byrne		19,462
Randy Collins		27,656
		64,602

Percentage collected to date		62.67%
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Percentage collected (excluding amounts owing from former Members with excess payments)		90.12%
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House of Assembly
Accounts Receivable - Double Billings
as of October 26, 2009

Member/former Member	Accounts Receivable Amount		Total Paid/Credit Adjustments	Amount Owing
Andersen, Wally	17,484		-	17,484
Aylward, Joan Marie	898		898	-
Aylward, Kevin	16,727		16,727	-
Aylward, Robert	51		51	-
Barrett, Percy	4,175		4,175	-
Bettney, Julie	326		326	-
Burke, Joan	241		241	-
Butler, Roland	1,515		1,515	-
Byrne, Ed	19,462		-	19,462
Byrne, Jack	810		810	-
Canning, Perry	4		4	-
Collins, Randy	27,656		-	27,656
Decker, Chris	140	A	140	-
Dicks, Paul	2,660		2,660	-
Dumaresque, Danny	160		160	-
Dunderdale, Kathy	114		114	-
Efford, John	469		469	-
Fitzgerald, Roger	1,335		1,335	-
Flight, Graham	59		-	59
Foote, Judy	1,473		1,473	-
Forsey, Clayton	11		11	-
French, Terry	1,990		1,990	-
Furey, Charles	760		760	-
Gilbert, Dave	53		53	-
Goudie Katherine	3,818		3,818	-
Gover, Aubrey	250		250	-
Grimes, Roger	393	A	15	378
Harding, Harry	2,718		2,718	-
Harris, Jack	2,179		2,179	-
Hedderson, Tom	801		801	-
Hickey, John	3,770		3,770	-
Hodder, Harvey	129		129	-
Hodder, James	882		882	-
Hodder, Mary	2,738		2,738	-
Hogan, William	348		348	-
Hunter, Ray	3,664		3,664	-
Jackman, Clyde	439		439	-
Johnson, Charlene	20		20	-
Jones, Yvonne	12,167	A	12,167	-
Joyce, Eddie	369		369	-
Kelly, Sandra	3,428		3,428	-
Langdon, Oliver	2,051		2,051	-
Lush, Thomas	4,087		4,087	-
Mackey, Michael	67		67	-
Manning, Fabian	305		305	-
Marshall, Elizabeth	375		375	-
Marshall, Tom	583		583	-
Matthews, Lloyd	5,383		5,383	-
Matthews, William	176		176	-
McLean, Ernest	5,372		5,372	-
Mercer, Robert	2,422		2,422	-
Murphy, Thomas	154		154	-
Noel, Walter	965		965	-
O'Brien, Kevin	974	A	974	-

House of Assembly
Accounts Receivable - Double Billings
as of October 26, 2009

Member/former Member	Accounts Receivable Amount		Total Paid/Credit Adjustments	Amount Owing
Oldford, Douglas	1,186		1,186	-
Oram, Paul	406		406	-
Osborne, Sheila	1,073		1,073	-
Osborne, Thomas	1,947		1,947	-
Parsons, Kelvin	2,073		2,073	-
Parsons, Kevin, Jr	48		48	-
Penney, Melvin	868		-	868
Ramsay, William	5,658		-	5,658
Reid, Art	136		136	-
Reid, Gerry	1,531		1,531	-
Rideout, Thomas	1,249		1,249	-
Ridgley, Bob	921		921	-
Shelley, Paul	9,109	B	2,200	6,908
Skinner, Shawn	275		275	-
Small, Harold	127		127	-
Smith, Gerald	1,508		1,508	-
Snow, Lloyd	513		513	-
Sparrow, Anthony	852	B	150	702
Sullivan, Loyola	162		162	-
Sweeney, George	1,998		1,998	-
Taylor, Trevor	2,467		2,467	-
Thistle, Anna	698		698	-
Tobin, Glen	14		14	-
Tulk, Beaton	7,237		7,237	-
Vey, Gary	931		931	-
Walsh, Jim	3,685		3,685	-
Whalen, Dianne	291		291	-
Whelan, Don	931		931	-
Williams, Danny	651		651	-
Windsor, Neil	40		40	-
Wiseman, Ralph	187		187	-
Wiseman, Ross	2,534		2,534	-
Young, Caroline (Kay)	407		407	-
Young, Wallace	801		801	-
	212,108		132,933	79,174

A A subsequent review of the transactions related to this receivable resulted in a reduction in the receivable amount. These adjustments/credits are included in the Total Paid/Credit Adjustments Column.

B These former Members have made some repayments.

House of Assembly Management Commission

Briefing Note

Title: Excess Constituency Allowance Payments – Auditor General’s reports

Issue: Status of Members’ repayments

Background:

- The Commission, at its October 7 meeting, considered the issue regarding potential recovery actions respecting possible discretionary allowance overpayments noted in the Forensic Audit Report. The Commission deferred a decision on the issue of potential recovery action and requested details of monies owed, payments made and outstanding payments regarding excess allowances and double billings to ensure they had full information prior to making a decision. **CM 2009-051 refers.**
- The Auditor General released nine reports on excess constituency allowance payments during the period June to December of 2006. These reports identified excess constituency allowance claims from 1989-90 to 2005-06 totaling approximately \$1.6 million for five (5) former Members of the House of Assembly.
- The Department of Finance is pursuing the recovery of these amounts. In May 2007, the Attorney General filed Statements of Claim on five former Members of the House of Assembly. Subsequent to that time, one Member repaid the full amount owing. Other amounts owed by the remaining four former Members have been intercepted from severance payments and from supplementary benefits under the MHA pension plan.
- The information in the attached report, provided by the Office of the Comptroller General, shows the current status of repayments by the four former Members as of October 26, 2009.

Action Required:

- For information purposes only.

Drafted by: Marlene Lambe
Date: October 26, 2009

Approved by: William MacKenzie



Government of Newfoundland and Labrador
Department of Finance
Office of the Comptroller General

November 2, 2009

Mr. William MacKenzie
Clerk of the House of Assembly


Re: Related Revenue and HST Information – Excess Constituency Balances

In response to your letter dated 19 October 2009, I wish to provide you with the information you requested therein. The Accounts Receivable balance of Excess Constituency Allowances as at October 21, 2009 was \$826,828. For fiscal 2009-10 up to October 21, 2009, \$89,065 in payments (related revenue \$80,782; HST \$8,283) and \$9,000 in non-cash adjustments (HST portion \$935) were applied against the balance.

The \$89,065 in payments does not include an allocation of \$12,900 of payments received which is to be applied against the outstanding travel advance balance maintained by your Office, nor does it include \$41,019 of the \$70,037 restitution payment which, while still representing related revenue/HST associated with the House of Assembly, does not relate to the above outstanding Excess Constituency Allowances balance.

Related information was recently provided to your staff.

Please consider privacy and confidentiality implications associated with any use of this information. I also note that the balance is subject to adjustment based on the ongoing nature of civil and criminal legal proceedings.


RONALD A. WILLIAMS, C.A.
Comptroller General of Finance

cc Marlene Lambe

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HOUSE OF ASSEMBLY
Newfoundland and Labrador

October 19, 2009


Mr. Ronald Williams
Comptroller General
Dept. of Finance


Dear Mr. Williams:

At its last meeting on October 7, 2009, the House of Assembly Management Commission requested a status report on the Accounts Receivable balances for the House of Assembly. In order to prepare this information, we require additional information from your Office.

The Accounts Receivable related to Excess Constituency Allowance payments is recorded in the Department of Finance while the related revenue is recorded in the House of Assembly. Therefore, we request detailed information on the revenues received by the Department of Finance to date for this fiscal year related to those accounts, including a breakdown of the principal and HST amounts.

Sincerely yours,


William Mackenzie
Clerk of the House of Assembly

c.c.  Ms. Marlene Lambe
Chief Financial Officer

House of Assembly Management Commission

Briefing Note

Title: Statutory Offices

Issue: Jurisdictional Scan – Statutory Offices Oversight

Background:

- The House of Assembly Management Commission, at an *in camera* meeting on September 2, 2009, discussed the issue of accountability of the Statutory Offices while preserving the need for independence of the Offices from the Executive Branch.
- Currently, there are inconsistencies in the legislation governing the various statutory offices including, among other matters, the appointment and suspension of Officers. All Statutory Officers have a legislative requirement to report annually to the House of Assembly through the Speaker on the exercise and performance of his or her functions and duties under the legislation governing the respective offices.
- The Clerk's office conducted research on how other jurisdictions oversee Statutory Offices and that jurisdictional comparison is attached in table format. To simplify the comparisons among jurisdictions, the table focuses on two officers – (1) Ombudsman/Citizens' Representative and (2) Child Advocate – rather than provide detail on all offices in every jurisdiction.

Action Required:

- For information purposes.

Drafted by: Marie Keefe
Date: September 28, 2009

Approved by: Wm. MacKenzie

Jurisdiction	Appointment	House Resolution	Suspension	Dismissal	Budget Oversight	Administrative oversight
<u>British Columbia</u>						
(1) Children and Youth Representative	Legislature	YES	Resolution of Legislature or by Standing Committee on Children & Youth if Assembly not sitting	Resolution of 2/3 of Legislature	Estimates sent to St. Committee on Finance and Government Services which reviews and sends to Finance Dept. Committee hearings on estimates.	Annual service plan with performance measures goes to Speaker and is tabled. Also, Special reports required showing results as compared to plans. Sent to Speaker and is tabled. 10 yrs ago was merged into new agency and lost Stat Officer status and new Act 2006-with Stat. Officer status again.
(2) Ombudsman	Lieutenant Governor (Not Cabinet)	YES recommends to Lieutenant Governor	Lieutenant Governor, on recommendation of the Legislature. If not sitting Cabinet may suspend but no later than 30 days into next sitting.	Lieutenant Gov. on recommendation of Legislature	Estimates appear to be part of Legislature budget. Can report to Legislature if insufficient funds	Reports annually to Speaker and is tabled. May do a special report but no reference to showing results
<u>Alberta</u>						
(1) Child/Youth	Cabinet	NO-recommendation of Minister	Not a Statutory Office –answers to Minister	Not a Statutory Office - answers to Minister	Presumably through normal departmental estimates	Annual report submitted to Minister who tables in House.
(2) Ombudsman	Cabinet	YES-Recommendation of Legislative Assembly	Cabinet on recommendation of House. When House not in session, on recommendation of Standing Committee but not beyond next session	Cabinet, on recommendation of House.	Estimates annually submitted to Standing Committee on Legislative Offices which reviews, approves and transmits to Minister of Finance.	Annual report to legislature on functions. Cannot comment on dept. or employee w/o first informing them and allowing representation on issue. No review of performance of ANY Statutory officer.

Jurisdiction	Appointment	House Resolution	Suspension	Dismissal	Budget Oversight	Administrative oversight
<u>Saskatchewan</u> (1) (2) <i>Ombudsman and Childrens' Advocate Act</i>	Cabinet	YES- Recommendation of Legislative Assembly	Cabinet on Recommendation of House. When House not in session, Cabinet suspends officer but not beyond next session.	Cabinet dismisses on recommendation of House.	Budget approved by Board of Internal Economy. Normal budget procedure	Annual reports submitted to and tabled by Speaker. No other oversight.
<u>Manitoba</u> (1) <i>Child and Family Services Act</i> (2) <i>Ombudsman Act</i>	Cabinet Cabinet	NO- Both officers are appointed by Cabinet on recommendation of Standing Committee of Assembly on Legislative Affairs.	(1) & (2) Cabinet suspends on recommendation of House. When House not in session, Cabinet can suspend but not beyond next session.	(1) & (2) Cabinet dismisses on recommendation of House.	Legislative Assembly Management Commission approves the Budget and staff year positions.	(3 year term only that is reviewed by Standing Committee on Legislative Affairs at end of term before another 3 year term is possible.) Annual report is given to Speaker and is tabled... Ombudsman annually reports to the Assembly through Speaker on functions and duties under Act and in that report must monitor implementation of recommendations of Child Advocate. Email from Manitoba states that theoretically complaints re: these offices would go to Speaker on behalf of Management Commission but this appears to be an opinion in absence of having dealt with this.

Jurisdiction	Appointment	House Resolution	Suspension	Dismissal	Budget Oversight	Administrative oversight
<p><u>Ontario</u></p> <p>No CYA equivalent.</p> <p>Ombudsman</p>	Cabinet	YES-appointment by Cabinet is “on address of the Assembly”	No reference to suspension but “where officer neglects to perform duties” Cabinet can appoint temporary Ombudsman for 6 months.	Cabinet dismisses “on address of Assembly” and “may remove for cause” at any time.	Budget is reviewed by Board of Internal Economy. Office is audited annually by Auditor General. Cabinet sets salary.	Annual reports submitted to and tabled by Speaker. No other oversight.
<p><u>Quebec</u></p> <p>Public Protector- 2 deputies are appointed to carry out ombudsman and Health & Social services type duties and in absence of one, other can act until replacement appointed</p>	National Assembly, on motion of Prime Minister	YES-2/3 approval of National Assembly	No reference to suspension but no dismissal except with resolution of 2/3 of National Assembly	No dismissal except with resolution of 2/3 of National Assembly	Normal Budgetary process-Estimates, etc. Act silent on.	<p>Strategic plans are required by office.</p> <p>Annual reports to heads of Public Bodies that Public Protector has had to intervene in plus annual report to President (Speaker) which is tabled in National Assembly.</p> <p>*Email from Clerk of National Assembly indicates that there is an examination of the management of persons appointed by Assembly by 3 Parliamentary Committees of policies of offices. Not “hands on” administration.</p>

Jurisdiction	Appointment	House Resolution	Suspension	Dismissal	Budget Oversight	Administrative oversight
<p><u>New Brunswick</u></p> <p>(1) Child and Youth Advocate</p> <p>(2) Ombudsman</p> <p>(Under each Act governing above, the Ombudsman may be the CYA and vice versa at same time.)</p>	Cabinet	YES-Appointment on recommendation of Assembly	(1) & (2) Judge of Queen's Bench if Assembly not in session. Judge may appoint temporary CYA but must send report to Assembly and no suspension continues beyond next session. Otherwise by Cabinet on address by House of Assembly	Removal by Cabinet for incapacity, neglect of duty or misconduct following address and 2/3 concurrence of Assembly.	No reference in Act- presumably the ordinary budgetary process.	<p>Annual report on office required to be presented to the Assembly. Assembly can make rules to guide Office.</p> <p>Email from clerk indicates that there is a Standing Committee on Legislative Officers that should review reports but it has not done so. No real oversight</p>
<p><u>Nova Scotia</u></p> <p>(1) No CYA</p> <p>(2) Ombudsman</p>	Cabinet	<i>Ombudsman Act</i> does not state that House 1 st recommends but email from Clerk indicates this is so.	Judge of Trial Division suspends when House not in session. Cannot extend beyond end of next session. Otherwise Cabinet suspends on recommendation of the House.	Cabinet dismisses on recommendation of the House. (for cause or incapacity)	Public Accounts Committee reviews budget, normal budget process followed.	Annual report made to the House of Assembly. No other oversight.

Jurisdiction	Appointment	House Resolution	Suspension	Dismissal	Budget Oversight	Administrative oversight
<p><u>Prince Edward Island</u></p> <p>No CYA or Ombudsman</p> <p>(3) Chief Electoral Officer</p>	Legislative Assembly	YES-Requires recommendation of the Standing Committee on Legislative Management and resolution of the House by 2/3 majority	Nothing on suspension	Removed for cause by Legislative Assembly by a 2/3 majority vote.	Nothing in <i>Election Act</i> Presumably the usual budgetary process.	CEO reports to Speaker on activities since last report (i.e. NOT annually) Speaker tables report.
<p><u>Newfoundland and Labrador</u></p> <p>(1) Child and Youth Advocate</p> <p>\</p> <p>(2) Citizens' Representative</p>	<p>Cabinet</p> <p>Lieutenant Governor in Council</p>	<p>YES-Resolution of House of Assembly required first</p> <p>YES-Resolution of House of Assembly required first.</p>	<p>Cabinet on recommendation of House. When House not in session, Cabinet suspends but not beyond next session.</p> <p>When House not in session, Management Commission recommends suspension to L-G in C who then suspends but not beyond next ensuing session.</p>	<p>Cabinet on recommendation of House.</p> <p>Lieutenant Governor in Council on Recommendation of House</p>	<p>Budget prepared for presentation as Part of House of Assembly Estimates-usual budgetary procedure.</p> <p>Budget is prepared for presentation as Part of House of Assembly Estimates-usual budgetary procedure</p>	<p>Annual Report required. Sent to Speaker and tabled. Reports and strategic plans required under Transparency and Accountability legislation. Under <i>House of Assembly Accountability Integrity and Administration Act</i>, Management Commission would set some operating policy.</p> <p>Annual Report required. Sent to Speaker and tabled. Reports and strategic plans required under Transparency and Accountability legislation. Under <i>House of Assembly Accountability Integrity and Administration Act</i>, Management Commission would set some operating policy.</p>

Jurisdiction	Appointment	House Resolution	Suspension	Dismissal	Budget Oversight	Administrative oversight
<p><u>Northwest Territories</u></p> <p>No CYA or Ombudsman. Other statutory offices include Chief Electoral Officer, Official Languages, Information and Privacy, Conflict of Interest and Equal Pay.</p>	Commissioner of NWT	YES- Recommendation of Assembly. Board of Management carries out a selection process.			Estimates to Board of Management for review before attachment to main Estimates of Assembly.	Annual Report to Assembly.
<p><u>Yukon</u></p> <p>Ombudsman</p>	Commissioner of Executive Council	YES- Recommendation of 2/3 of Legislative Assembly	Commissioner of Executive Council on Recommendation of Legislative Assembly-for cause. If Assembly not in session, Commissioner may suspend but for not longer than 30 days into next session.	Commissioner of Executive Council on Recommendation of Legislative Assembly-for cause.	Budget vetted by Members' Services Board before being sent to Management Board for inclusion with Estimates. Estimates included by Min. of Finance.	Annual Report and Special reports where considered necessary are given to Speaker for tabling in Assembly.

**House of Assembly Management Commission
Briefing Note**

Title: Financial Reports - April 1, 2009 to September 30, 2009

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 Statement of Revenue and Expenditure for the six-month period ended September 30, 2009. The reports show the actual expenditures, encumbered amounts and revenues for the first two quarters of the year. All known savings or overruns over budgeted amounts to date (October 2009) 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 separately in the Statement of Revenue and Expenditure for the six-month period ended September 30, 2009. The reports show the actual expenditures, encumbered amounts and revenues for the first two quarters of the year. All known savings or overruns over budgeted amounts are identified in the report and explanations are provided for 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, 2009 to September 30, 2009. The Reports include the expenditures for September in the column entitled “Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)” and the expenditures for the first two quarters of the year in the column entitled “Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)”.

Action Required:

- For review purposes.

Drafted by: Virginia English
Date: October 26, 2009

Approved by: William MacKenzie



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	1,744,700	1,744,700	759,455	1,664,700	80,000 ¹	80,000 ¹
02. Employee Benefits	11,000	11,000	2,213	8,000	3,000 ²	3,000 ²
03. Transportation and Communications	64,800	64,800	32,214	64,800	-	-
04. Supplies	46,200	46,200	37,892	46,200	-	-
05. Professional Services	220,000	220,000	101,443	382,000	(162,000) ³	(162,000) ³
06. Purchased Services	226,000	226,000	116,421	226,000	- ⁴	- ⁴
07. Property, Furnishings and Equipment	165,000	121,300	19,160	121,300	43,700 ⁵	-
	2,477,700	2,434,000	1,068,798	2,513,000	(35,300)	(79,000)
02. Revenue - Provincial	(23,800)	(23,800)	-	(8,349)	(15,451) ⁶	(15,451) ⁶
Total: Administrative Support	2,453,900	2,410,200	1,068,798	2,504,651	(50,751)	(94,451)

1. Projected savings as delayed hiring for new positions.

2. Projected savings as tuition reimbursement costs are lower than anticipated.

3. Overruns of \$26,500 related to the investigation completed by the Centre for Innovative Dispute Resolution; projected overruns of \$135,000 related to contractual & legal fees for Justice O'Neill to undertake the Fraser March review. Possible overruns for costs associated with the re-creation of Financial Statements for fiscal 1999-2000 and 2000-2001 are not included as not determinable at this time.

4. Projected overruns of \$13,000 related to unbudgeted operating costs (rental space, printing, etc). for Justice O'Neill to undertake the Fraser March review, offset by other savings within the supplies budget.

5. Funds were available for transfer to Broadcast Center to cover costs of equipment as the Property, Furniture and Equipment block is budgeted for the HOA Service and Caucus Operations, and equipment for the four Statutory Offices.

6. Revenue was less than anticipated.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	682,100	682,100	331,166	682,100	-	-
02. Employee Benefits	3,700	3,700	2,245	3,700	-	-
03. Transportation and Communications	16,700	16,700	8,916	13,700	3,000	3,000
04. Supplies	59,400	59,400	7,605	59,400	-	-
05. Professional Services	22,200	22,200	-	22,200	-	-
06. Purchased Services	22,900	22,900	4,526	15,900	7,000	7,000
07. Property, Furnishings and Equipment	5,000	5,000	700	5,000	-	-
Total: Legislative Library and Records Management	812,000	812,000	355,158	802,000	10,000	10,000

1. Projected savings as travel for conferences is less than anticipated.

2. Savings realized as TRIM training has been covered under TRIM deployment in Statutory Offices.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	595,200	595,200	321,585	595,200	-	-
02. Employee Benefits	1,500	1,500	1,072	1,500	-	-
03. Transportation and Communications	40,000	40,000	7,920	40,000	-	-
04. Supplies	7,000	7,000	4,192	7,000	-	-
06. Purchased Services	297,700	297,700	264,548	297,700	-	-
07. Property, Furnishings and Equipment	10,000	53,700	45,111	53,700	(43,700)	-
Total: Hansard and the Broadcast Centre	951,400	995,100	644,428	995,100	(43,700)	-

1. Overruns in Broadcast related to equipment budgeted in 2008-09 but delays in shipment resulted in receipt of equipment in 09-10.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	6,524,900	6,524,900	3,218,863	6,617,900	(93,000)	1	(93,000)	1
03. Transportation and Communications	20,000	20,000	10,760	45,000	(25,000)	2	(25,000)	2
05. Professional Services	60,000	60,000	34,125	110,000	(50,000)	3	(50,000)	3
06. Purchased Services	-	-	-	10,000	(10,000)	4	(10,000)	4
09. Allowances and Assistance	3,134,000	3,134,000	790,346	1,734,000	1,400,000	5	1,400,000	5
	9,738,900	9,738,900	4,054,094	8,516,900	1,222,000		1,222,000	
02. Revenue - Provincial	-	-	-	(29,783)	29,783	6	29,783	6
Total: Members' Resources	9,738,900	9,738,900	4,054,094	8,516,900	1,222,000		1,222,000	

1. Overruns related to unbudgeted severance payments to two former MHA's. Overrun of \$12,000 for the administrative support staff for the Members' Compensation Review Committee is offset by other savings.

2. Projected overruns related to travel & other expenditures of the Members' Compensation Review Committee.

3. Projected overruns related to contractual fees for members of the Members' Compensation Review Committee.

4. Projected overruns related to operating costs (printing, advertising, purchased services, etc.) for the Members' Compensation Review Committee.

5. Projected savings as expenditures for Allowances & Assistance are expected to be less than budgeted as Members have not availed of maximum allowable funds.

6. Revenue due to repayments of double billings and Aliant mobility credits from the previous year, credited to revenue as per Government accounting policy. Does not include payments received by the Office of the Comptroller General for excess constituency allowances.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	305,800	305,800	134,529	275,800	30,000	1	30,000	1
02. Employee Benefits	9,900	9,900	5,539	9,900	-		-	
03. Transportation and Communications	162,700	162,700	56,366	132,700	30,000	2	30,000	2
04. Supplies	20,500	20,500	8,413	18,500	2,000	3	2,000	3
05. Professional Services	3,900	3,900	-	1,900	2,000	4	2,000	4
06. Purchased Services	43,000	43,000	1,679	36,000	7,000	5	7,000	5
07. Property, Furnishings and Equipment	1,700	1,700	-	1,700	-		-	
10. Grants and Subsidies	1,200	1,200	617	1,300	(100)	6	(100)	6
Total: House Operations	548,700	548,700	207,143	477,800	70,900		70,900	

1. Projected savings as lower than anticipated automobile expenses for Speaker, remuneration for Committee members, and salary for the Chair of the Public Accounts Committee.

2. Projected savings as travel to conferences is less than anticipated.

3. Projected savings as cost of supplies is less than anticipated.

4. Projected savings as per diem claims for external Audit Committee members is less than anticipated.

5. Projected savings as training costs are less than anticipated.

6. Overrun as a result of Consumer Price Index adjustment not being factored into Budget calculation.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	716,700	716,700	296,729	716,700	-	-
02. Employee Benefits	2,000	2,000	-	2,000	-	-
03. Transportation and Communications	32,000	32,000	15,049	32,000	-	-
04. Supplies	14,600	14,600	4,306	14,600	-	-
06. Purchased Services	24,000	24,000	6,429	24,000	-	-
07. Property, Furnishings and Equipment	5,000	5,000	2,068	5,000	-	-
10. Grants and Subsidies	51,900	51,900	26,543	53,100	(1,200) ¹	(1,200) ¹
Total: Government Members Caucus	846,200	846,200	351,124	847,400	(1,200)	(1,200)

1. Overrun as a result of Consumer Price Index adjustment not being factored into Budget calculation.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	653,800	653,800	341,958	653,800	-	-
02. Employee Benefits	1,500	1,500	325	1,500	-	-
03. Transportation and Communications	65,400	65,400	28,082	65,400	-	-
04. Supplies	12,500	12,500	12,058	16,500	(4,000)	(4,000)
06. Purchased Services	16,500	16,500	7,281	16,500	-	-
07. Property, Furnishings and Equipment	3,200	3,200	-	3,200	-	-
10. Grants and Subsidies	9,700	9,700	4,938	9,900	(200) ¹	(200) ¹
Total: Official Opposition Caucus	762,600	762,600	394,642	766,800	(4,200)	(4,200)

1. Projected overruns due to higher than budgeted requirement for supplies.

2. Overrun as a result of Consumer Price Index adjustment not being factored into Budget calculation.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
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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	303,200	303,200	160,194	303,200	-	-
02. Employee Benefits	800	800	-	800	-	-
03. Transportation and Communications	20,000	20,000	13,129	20,000	-	-
04. Supplies	7,800	7,800	2,379	7,800	-	-
06. Purchased Services	4,000	4,000	618	4,000	-	-
07. Property, Furnishings and Equipment	1,800	1,800	-	1,800	-	-
10. Grants and Subsidies	9,700	9,700	4,938	9,900	(200) ¹	(200) ¹
Total: Third Party Caucus	347,300	347,300	181,258	347,500	(200)	(200)
1. Overrun as a result of Consumer Price Index adjustment not being factored into Budget calculation.						
TOTAL HOUSE OF ASSEMBLY	16,461,000	16,461,000	7,256,645	15,258,151	1,202,849	1,202,849



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	828,900	828,900	378,581	898,900	(70,000) ¹	(70,000) ¹
02. Employee Benefits	4,200	4,200	2,150	4,200	-	-
03. Transportation and Communications	72,000	72,000	32,738	85,000	(13,000) ²	(13,000) ²
04. Supplies	10,100	10,100	6,116	13,100	(3,000) ²	(3,000) ²
05. Professional Services	170,000	170,000	-	170,000	-	-
06. Purchased Services	163,000	163,000	131,421	223,000	(60,000) ²	(60,000) ²
07. Property, Furnishings and Equipment	22,300	22,300	2,911	22,300	-	-
10. Grants and Subsidies	-	-	-	29,000	(29,000) ²	(29,000) ²
	1,270,500	1,270,500	553,917	1,445,500	(175,000)	(175,000)
02. Revenue - Provincial	-	-	-	(5)	5	5
Total: Office of the Chief Electoral Officer	1,270,500	1,270,500	553,917	1,445,495	(174,995)	(174,995)

1. Projected overruns of \$80,000 related to two unbudgeted by-elections partially offset by savings related to delay in hiring of TRIM information management analyst.

2. Projected overruns in Transportation & Communications, Supplies, Purchased Services and Grants & Subsidies related to the two by-elections to be held in this fiscal year.

3. Projected savings of \$15,000 related to legal expenses budgeted for the Chief Electoral Officer in his role as Commissioner of Legislative Standards, offset by projected overruns of \$7,500 for each by-election.

Total projected cost of a typical by-election is \$100,000.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	566,000	566,000	311,429	588,000	(22,000) ¹	(22,000) ¹
02. Employee Benefits	2,000	2,000	1,782	2,000	-	-
03. Transportation and Communications	64,200	64,200	11,941	64,200	-	-
04. Supplies	10,000	10,000	1,691	10,000	-	-
05. Professional Services	10,000	10,000	3,600	120,000	(110,000) ²	(110,000) ²
06. Purchased Services	79,500	79,500	47,867	97,500	(18,000) ³	(18,000) ³
07. Property, Furnishings and Equipment	5,000	5,000	2,443	5,000	-	-
Total: Office of the Citizens' Representative	736,700	736,700	380,753	886,700	(150,000)	(150,000)

1. Projected overruns related to salary of investigator seconded from OIPC to assist with the investigation under the Whistleblower provision of the *House of Assembly Accountability, Integrity and Administration Act (HOAIA Act)*.

2. Projected overruns of \$70,000 related to the unbudgeted professional fees for the Acting Citizens' Representative to conduct the investigation under the Whistleblower provisions of the HOAIA Act; and projected overruns of \$40,000 related to other unbudgeted legal fees relating to the investigation of the Office of the Child and Youth Advocate as initiated by OCR. Other possible legal costs are anticipated but a reasonable estimate is not determinable at this time.

3. Projected overruns for operating costs (printing and other purchased services) related to the on-going Whistleblower investigation.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	836,400	836,400	435,327	950,400	(114,000) ¹	(114,000) ¹
02. Employee Benefits	3,000	3,000	3,667	4,000	(1,000) ²	(1,000) ²
03. Transportation and Communications	85,000	85,000	21,695	62,000	23,000 ³	23,000 ³
04. Supplies	10,700	10,700	3,630	10,700	-	-
05. Professional Services	12,000	12,000	-	12,000	-	-
06. Purchased Services	175,400	175,400	132,150	175,400	-	-
07. Property, Furnishings and Equipment	6,200	6,200	1,482	6,200	-	-
Total: Office of the Child and Youth Advocate	1,128,700	1,128,700	597,951	1,220,700	(92,000)	(92,000)

1. Projected overruns related to the appointment of the Acting Child and Youth Advocate, overlapping at least for the period to December 31, 2009.
2. Overruns as conference registrations for staff were higher than anticipated.
3. Savings as reduced travel for advocacy clinics by staff, and reduced travel for conferences not attended by the Advocate.



LEGISLATURE (excluding The Office of the Auditor General)
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 April 2009 to 30 September 2009
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	767,200	767,200	328,232	767,200	-	-
02. Employee Benefits	13,500	13,500	3,316	20,500	(7,000) ¹	(7,000) ¹
03. Transportation and Communications	99,300	99,300	9,009	149,300	(50,000) ²	(50,000) ²
04. Supplies	12,300	12,300	11,460	24,300	(12,000) ³	(12,000) ³
05. Professional Services	80,000	80,000	27,159	80,000	-	-
06. Purchased Services	139,400	139,400	107,460	132,400	7,000 ⁴	7,000 ⁴
07. Property, Furnishings and Equipment	13,000	13,000	2,908	13,000	-	-
	1,124,700	1,124,700	489,544	1,186,700	(62,000)	(62,000)
02. Revenue - Provincial	(8,800)	(8,800)	-	(5,950)	(2,850) ⁵	(2,850) ⁵
Total: Office of the Information and Commissioner	1,115,900	1,115,900	489,544	1,180,750	(64,850)	(64,850)

1. Overruns related to conference registrations were higher than anticipated.

2. Projected savings as travel costs were less than anticipated.

3. Overrun in part as all funding related to hosting of the National Conference in summer 2009 budgeted in Purchased Services; funds underbudgeted for supplies overall.

4. Savings as translation costs of National Conference were lower than anticipated; and funds for conference supplies were budgeted in Purchased Services.

5. Revenues were less than
anticipated.

TOTAL LEGISLATURE (Excluding the Office of the



OFFICE OF THE AUDITOR GENERAL
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 July 2009 to 30 September 2009
Unaudited

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures and Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
OFFICE OF THE AUDITOR GENERAL						
2.1.01. EXECUTIVE SUPPORT						
01. Salaries	218,900	218,900	112,225	218,626	274	274
01. Salaries (Statutory)	152,900	152,900	78,390	152,712	188	188
02. Employee Benefits	5,000	5,000	1,085	1,085	3,915	3,915
03. Transportation and Communications	27,000	27,000	6,591	13,591	13,409 ¹	13,409
05. Professional Services	10,000	10,000	-	5,000	5,000 ²	5,000
06. Purchased Services	11,000	11,000	5,054	5,054	5,946	5,946
Total: Executive Support	424,800	424,800	203,345	396,069	28,731	28,731

¹ Planned travel for Auditor General and Deputy Auditor General is less than anticipated

² Projection based on previous year - balance required for legal opinions which may be necessary during the year



**OFFICE OF THE AUDITOR GENERAL
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 July 2009 to 30 September 2009
Unaudited**

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures and Revenue	Projected Savings (Over- runs) from Original Budget		Projected Savings (Over- runs) from Operating Budget
OFFICE OF THE AUDITOR GENERAL							
2.1.02. ADMINISTRATIVE SUPPORT							
01. Salaries	240,200	240,200	108,246	219,244	20,956	¹	20,956
02. Employee Benefits	8,500	8,500	275	5,275	3,225		3,225
03. Transportation and Communications	38,000	38,000	22,612	44,612	(6,612)	²	(6,612)
04. Supplies	156,700	156,700	50,746	161,246	(4,546)	³	(4,546)
05. Professional Services	11,500	11,500	3,380	18,380	(6,880)	⁴	(6,880)
06. Purchased Services	204,700	204,700	171,763	204,263	437		437
07. Property, Furnishings and Equipment	50,900	50,900	17,456	48,456	2,444		2,444
Total: Administrative Support	710,500	710,500	374,478	701,476	9,024		9,024

1 Savings as Information Resources Management Technician position is not filled to date - job competition in progress.

2 Overrun to be covered from savings within Activity

3 Overrun to be covered from savings within Activity

4 Anticipated costs for migration to MS Exchange: overrun to be covered from savings within activity



**OFFICE OF THE AUDITOR GENERAL
STATEMENT OF REVENUE AND EXPENDITURE
For the Period 1 July 2009 to 30 September 2009
Unaudited**

	Original Estimates	Operating Budget	Expenditures Plus Encumbrances & Revenues	Projected Total Expenditures and Revenue	Projected Savings (Over- runs) from Original Budget	Projected Savings (Over- runs) from Operating Budget
OFFICE OF THE AUDITOR GENERAL						
2.1.03. AUDIT OPERATIONS						
01. Salaries	2,393,000	2,318,000	1,117,332	2,212,466	180,534 ¹	105,534
02. Employee Benefits	43,500	43,500	12,965	44,315	(815) ²	(815)
03. Transportation and Communications	72,500	72,500	22,032	71,032	1,468	1,468
05. Professional Services	10,000	85,000	65,699	71,599	(61,599)	13,401
	2,519,000	2,519,000	1,218,028	2,399,412	119,588	119,588
02. Revenue - Provincial	(226,400)	(226,400)	(72,000)	(226,400)	-	-
Total: Audit Operations	2,292,600	2,292,600	1,146,028	2,173,012	119,588	119,588
TOTAL						
OFFICE OF THE AUDITOR GENERAL	3,427,900	3,427,900	1,723,852	3,270,557	157,343	157,343

1 Budget transfer from Salaries to Professional Services to cover costs for contracted Audit services

2 Overrun to be covered from savings within Activity



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01-Sep-09 to 30-Sep-09

BAKER, JIM, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	248.09	848.46	12,425.54	6.4%
Total Office Allowances		248.09	848.46		
Operational Resources					
Operational Resources	--	227.08	1,175.08	--	--
Total Operational Resources		227.08	1,175.08		
Travel & Living Allowances					
House in Session	--	1,338.76	12,349.08	--	--
House Not in Session	--	1,351.27	2,530.74	--	--
Intra & Extra-Constituency Travel	8,496.00	0.00	0.00	8,496.00	0.0%
Total Travel & Living Allowances		2,690.03	14,879.82		
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		3,165.20	16,903.36		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

BUCKINGHAM, Ed

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	642.00	0.00	0.00	642.00	0.0%
Office Operations	13,274.00	13.60	163.60	13,110.40	1.2%
Total Office Allowances		13.60	163.60		
Operational Resources					
Operational Resources	--	225.69	1,085.12	--	--
Total Operational Resources		225.69	1,085.12		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	62.21	6,574.79	0.9%
Total Travel & Living Allowances		0.00	62.21		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	512.74	2,142.26	19.3%
Total Constituency Allowance		0.00	512.74		
Total Expenditures		239.29	1,823.67		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

BURKE, JOAN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	311.66	994.60	12,279.40	7.5%
Total Office Allowances		311.66	994.60		
Operational Resources					
Operational Resources	--	387.32	979.36	--	--
Total Operational Resources		387.32	979.36		
Travel & Living Allowances					
House in Session	--	0.00	7,310.67	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,496.00	140.48	442.16	8,053.84	5.2%
Total Travel & Living Allowances		140.48	7,752.83		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	600.00	2,055.00	22.6%
Total Constituency Allowance		0.00	600.00		
Total Expenditures		839.46	10,326.79		

---- End of Report ----



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Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

BUTLER, ROLAND, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	10,468.00	1,037.08	5,322.48	5,145.52	50.8%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	247.50	702.00	12,572.00	5.3%
Total Office Allowances		1,284.58	6,024.48		
Operational Resources					
Operational Resources	--	233.68	1,310.81	--	--
Total Operational Resources		233.68	1,310.81		
Travel & Living Allowances					
House in Session	--	0.00	5,740.45	--	--
House Not in Session	--	0.00	1,209.59	--	--
Intra & Extra-Constituency Travel	8,496.00	0.00	380.55	8,115.45	4.5%
Total Travel & Living Allowances		0.00	7,330.59		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	359.22	2,295.78	13.5%
Total Constituency Allowance		0.00	359.22		
Total Expenditures		1,518.26	15,025.10		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

COLLINS, FELIX, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	309.00	3,173.99	10,100.01	23.9%
Total Office Allowances		309.00	3,173.99		
Operational Resources					
Operational Resources	--	129.44	558.27	--	--
Total Operational Resources		129.44	558.27		
Travel & Living Allowances					
House in Session	--	0.00	441.97	--	--
House Not in Session	--	0.00	2,203.58	--	--
Intra & Extra-Constituency Travel	12,743.00	0.00	489.44	12,253.56	3.8%
Total Travel & Living Allowances		0.00	3,134.99		
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		438.44	6,867.25		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

CORNECT, TONY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	11,748.00	979.00	5,874.00	5,874.00	50.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	45.48	961.33	12,312.67	7.2%
Total Office Allowances		1,024.48	6,835.33		
Operational Resources					
Operational Resources	--	521.50	2,469.18	--	--
Total Operational Resources		521.50	2,469.18		
Travel & Living Allowances					
House in Session	--	0.00	9,758.91	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	7,522.00	62.48	415.40	7,106.60	5.5%
Total Travel & Living Allowances		62.48	10,174.31		
Constituency Allowance					
Constituency Allowance	2,655.00	42.15	68.69	2,586.31	2.6%
Total Constituency Allowance		42.15	68.69		
Total Expenditures		1,650.61	19,547.51		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

DALLEY, DERRICK, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	12,000.00	1,000.00	6,000.00	6,000.00	50.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	265.00	0.00	0.00	265.00	0.0%
Office Operations	13,274.00	444.68	2,056.81	11,217.19	15.5%
Total Office Allowances		1,444.68	8,056.81		
Operational Resources					
Operational Resources	--	575.45	2,660.28	--	--
Total Operational Resources		575.45	2,660.28		
Travel & Living Allowances					
House in Session	--	0.00	7,046.08	--	--
House Not in Session	--	0.00	3,197.81	--	--
Intra & Extra-Constituency Travel	10,885.00	306.15	1,588.46	9,296.54	14.6%
Total Travel & Living Allowances		306.15	11,832.35		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	428.68	2,226.32	16.1%
Total Constituency Allowance		0.00	428.68		
Total Expenditures		2,326.28	22,978.12		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

DENINE, DAVID, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	0.00	170.00	13,104.00	1.3%
Total Office Allowances		0.00	170.00		
Operational Resources					
Operational Resources	--	210.08	1,790.12	--	--
Total Operational Resources		210.08	1,790.12		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	0.00	6,637.00	0.0%
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	215.29	2,439.71	8.1%
Total Constituency Allowance		0.00	215.29		
Total Expenditures		210.08	2,175.41		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

DINN, JOHN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	0.00	0.00	13,274.00	0.0%
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	128.32	549.60	--	--
Total Operational Resources		128.32	549.60		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	7,965.00	0.00	0.00	7,965.00	0.0%
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		128.32	549.60		

---- End of Report ----



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01-Sep-09 to 30-Sep-09

DUNDERDALE, KATHY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	0.00	0.00	13,274.00	0.0%
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	187.98	627.85	--	--
Total Operational Resources		187.98	627.85		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	0.00	6,637.00	0.0%
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		187.98	627.85		

---- End of Report ----



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01-Sep-09 to 30-Sep-09

FITZGERALD, ROGER, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	108.27	1,254.08	12,019.92	9.4%
Total Office Allowances		108.27	1,254.08		
Operational Resources					
Operational Resources	--	195.71	1,370.54	--	--
Total Operational Resources		195.71	1,370.54		
Travel & Living Allowances					
House in Session	--	319.61	3,191.45	--	--
House Not in Session	--	0.00	991.93	--	--
Intra & Extra-Constituency Travel	11,150.00	813.28	4,735.25	6,414.75	42.5%
Total Travel & Living Allowances		1,132.89	8,918.63		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	50.45	2,604.55	1.9%
Total Constituency Allowance		0.00	50.45		
Total Expenditures					
		1,436.87	11,593.70		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

FORSEY, CLAYTON, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	227.87	2,229.85	11,044.15	16.8%
Total Office Allowances		227.87	2,229.85		
Operational Resources					
Operational Resources	--	508.01	2,253.17	--	--
Total Operational Resources		508.01	2,253.17		
Travel & Living Allowances					
House in Session	--	219.30	3,772.82	--	--
House Not in Session	--	0.00	1,738.73	--	--
Intra & Extra-Constituency Travel	11,150.00	957.38	3,649.36	7,500.64	32.7%
Total Travel & Living Allowances		1,176.68	9,160.91		
Constituency Allowance					
Constituency Allowance	2,655.00	50.62	825.12	1,829.88	31.1%
Total Constituency Allowance		50.62	825.12		
Total Expenditures		1,963.18	14,469.05		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

FRENCH, TERRY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	251.34	797.42	12,476.58	6.0%
Total Office Allowances		251.34	797.42		
Operational Resources					
Operational Resources	--	210.50	1,476.76	--	--
Total Operational Resources		210.50	1,476.76		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	7,965.00	78.36	229.50	7,735.50	2.9%
Total Travel & Living Allowances		78.36	229.50		
Constituency Allowance					
Constituency Allowance	2,655.00	178.30	411.15	2,243.85	15.5%
Total Constituency Allowance		178.30	411.15		
Total Expenditures		718.50	2,914.83		

---- End of Report ----



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HARDING, HARRY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	85.75	85.75	13,188.25	0.6%
Total Office Allowances		85.75	85.75		
Operational Resources					
Operational Resources	--	190.45	803.00	--	--
Total Operational Resources		190.45	803.00		
Travel & Living Allowances					
House in Session	--	0.00	3,892.61	--	--
House Not in Session	--	914.48	2,145.08	--	--
Intra & Extra-Constituency Travel	11,150.00	524.60	1,253.19	9,896.81	11.2%
Total Travel & Living Allowances		1,439.08	7,290.88		
Constituency Allowance					
Constituency Allowance	2,655.00	60.53	134.86	2,520.14	5.1%
Total Constituency Allowance		60.53	134.86		
Total Expenditures		1,775.81	8,314.49		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

HEDDERSON, TOM, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	8,964.00	747.00	4,482.00	4,482.00	50.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	131.18	1,161.30	12,112.70	8.7%
Total Office Allowances		878.18	5,643.30		
Operational Resources					
Operational Resources	--	204.60	999.27	--	--
Total Operational Resources		204.60	999.27		
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	470.22	7,140.78	6.2%
Total Travel & Living Allowances		0.00	470.22		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	160.87	2,494.13	6.1%
Total Constituency Allowance		0.00	160.87		
Total Expenditures		1,082.78	7,273.66		

---- End of Report ----



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Newfoundland and Labrador
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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

HICKEY, JOHN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	501.24	1,682.78	11,591.22	12.7%
Total Office Allowances		501.24	1,682.78		
Operational Resources					
Operational Resources	--	389.10	2,379.47	--	--
Total Operational Resources		389.10	2,379.47		
Travel & Living Allowances					
House in Session	--	0.00	6,857.41	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,850.00	0.00	44.34	8,805.66	0.5%
Total Travel & Living Allowances		0.00	6,901.75		
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					
		890.34	10,964.00		

---- End of Report ----



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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

HUNTER, RAY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	428.62	2,167.47	11,106.53	16.3%
Total Office Allowances		428.62	2,167.47		
Operational Resources					
Operational Resources	--	550.97	3,177.48	--	--
Total Operational Resources		550.97	3,177.48		
Travel & Living Allowances					
House in Session	--	480.66	3,729.70	--	--
House Not in Session	--	935.48	2,782.88	--	--
Intra & Extra-Constituency Travel	7,965.00	1,398.40	4,713.25	3,251.75	59.2%
Total Travel & Living Allowances		2,814.54	11,225.83		
Constituency Allowance					
Constituency Allowance	2,655.00	302.35	1,662.20	992.80	62.6%
Total Constituency Allowance		302.35	1,662.20		
Total Expenditures		4,096.48	18,232.98		

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Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

HUTCHINGS, KEITH, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	2,316.26	3,099.88	10,174.12	23.4%
Total Office Allowances		2,316.26	3,099.88		
Operational Resources					
Operational Resources	--	215.52	718.11	--	--
Total Operational Resources		215.52	718.11		
Travel & Living Allowances					
House in Session	--	0.00	623.87	--	--
House Not in Session	--	139.55	736.83	--	--
Intra & Extra-Constituency Travel	11,150.00	166.08	2,209.32	8,940.68	19.8%
Total Travel & Living Allowances		305.63	3,570.02		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	602.85	2,052.15	22.7%
Total Constituency Allowance		0.00	602.85		
Total Expenditures		2,837.41	7,990.86		

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JACKMAN, CLYDE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	250.00	1,500.00	4,695.00	24.2%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	466.50	1,204.98	12,069.02	9.1%
Total Office Allowances		716.50	2,704.98		
Operational Resources					
Operational Resources	--	356.93	2,361.16	--	--
Total Operational Resources		356.93	2,361.16		
Travel & Living Allowances					
House in Session	--	0.00	2,189.39	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	9,027.00	267.82	390.85	8,636.15	4.3%
Total Travel & Living Allowances		267.82	2,580.24		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	54.20	2,600.80	2.0%
Total Constituency Allowance		0.00	54.20		
Total Expenditures		1,341.25	7,700.58		

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JOHNSON, CHARLENE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	72.00	396.00	12,878.00	3.0%
Total Office Allowances		72.00	396.00		
Operational Resources					
Operational Resources	--	493.26	1,252.65	--	--
Total Operational Resources		493.26	1,252.65		
Travel & Living Allowances					
House in Session	--	0.00	61.86	--	--
House Not in Session	--	0.00	83.98	--	--
Intra & Extra-Constituency Travel	9,558.00	183.01	183.01	9,374.99	1.9%
Total Travel & Living Allowances		183.01	328.85		
Constituency Allowance					
Constituency Allowance	2,655.00	111.43	111.43	2,543.57	4.2%
Total Constituency Allowance		111.43	111.43		
Total Expenditures		859.70	2,088.93		

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JONES, YVONNE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	125.00	539.00	18.8%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	932.20	2,590.09	10,683.91	19.5%
Total Office Allowances		932.20	2,715.09		
Operational Resources					
Operational Resources	--	515.02	2,172.92	--	--
Total Operational Resources		515.02	2,172.92		
Travel & Living Allowances					
House in Session	--	0.00	5,104.37	--	--
House Not in Session	--	1,349.15	5,795.11	--	--
Intra & Extra-Constituency Travel	43,540.00	23,357.34	30,523.96	13,016.04	70.1%
Total Travel & Living Allowances		24,706.49	41,423.44		
Constituency Allowance					
Constituency Allowance	2,655.00	1,187.34	1,862.30	792.70	70.1%
Total Constituency Allowance		1,187.34	1,862.30		
Total Expenditures		27,341.05	48,173.75		

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KELLY, DARRYL, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	17,750.00	1,479.17	8,875.02	8,874.98	50.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	79.00	-3.39	75.07	3.93	95.0%
Office Operations	13,274.00	544.74	1,625.04	11,648.96	12.2%
Total Office Allowances		2,020.52	10,575.13		
Operational Resources					
Operational Resources	--	892.79	3,665.72	--	--
Total Operational Resources		892.79	3,665.72		
Travel & Living Allowances					
House in Session	--	0.00	7,809.62	--	--
House Not in Session	--	0.00	1,070.40	--	--
Intra & Extra-Constituency Travel	13,274.00	243.67	1,550.63	11,723.37	11.7%
Total Travel & Living Allowances		243.67	10,430.65		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	171.84	2,483.16	6.5%
Total Constituency Allowance		0.00	171.84		
Total Expenditures		3,156.98	24,843.34		

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KENNEDY, JEROME, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	880.00	0.00	0.00	880.00	0.0%
Office Operations	13,274.00	54.00	564.00	12,710.00	4.2%
Total Office Allowances		54.00	564.00		
Operational Resources					
Operational Resources	--	608.52	2,975.79	--	--
Total Operational Resources		608.52	2,975.79		
Travel & Living Allowances					
House in Session	--	0.00	110.60	--	--
House Not in Session	--	0.00	328.64	--	--
Intra & Extra-Constituency Travel	8,496.00	0.00	653.83	7,842.17	7.7%
Total Travel & Living Allowances		0.00	1,093.07		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	41.56	2,613.44	1.6%
Total Constituency Allowance		0.00	41.56		
Total Expenditures		662.52	4,674.42		

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Expenditures Summarized by Category
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KENT, STEVE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	646.00	33.25	33.25	612.75	5.1%
Office Operations	13,274.00	241.33	3,078.16	10,195.84	23.2%
Total Office Allowances		274.58	3,111.41		
Operational Resources					
Operational Resources	--	509.58	2,442.09	--	--
Total Operational Resources		509.58	2,442.09		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	46.76	6,590.24	0.7%
Total Travel & Living Allowances		0.00	46.76		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	420.50	2,234.50	15.8%
Total Constituency Allowance		0.00	420.50		
Total Expenditures		784.16	6,020.76		

---- End of Report ----



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KING, DARIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	806.00	0.00	0.00	806.00	0.0%
Office Operations	13,274.00	797.50	1,790.00	11,484.00	13.5%
Total Office Allowances		797.50	1,790.00		
Operational Resources					
Operational Resources	--	2,767.22	5,311.88	--	--
Total Operational Resources		2,767.22	5,311.88		
Travel & Living Allowances					
House in Session	--	0.00	2,389.85	--	--
House Not in Session	--	0.00	2,232.28	--	--
Intra & Extra-Constituency Travel	13,274.00	0.00	2,262.78	11,011.22	17.0%
Total Travel & Living Allowances		0.00	6,884.91		
Constituency Allowance					
Constituency Allowance	2,655.00	70.76	260.76	2,394.24	9.8%
Total Constituency Allowance		70.76	260.76		
Total Expenditures		3,635.48	14,247.55		

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LODER, TERRY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	13,473.00	2,002.00	7,467.00	6,006.00	55.4%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	244.00	0.00	0.00	244.00	0.0%
Office Operations	13,274.00	33.50	895.67	12,378.33	6.7%
Total Office Allowances		2,035.50	8,362.67		
Operational Resources					
Operational Resources	--	387.28	1,918.42	--	--
Total Operational Resources		387.28	1,918.42		
Travel & Living Allowances					
House in Session	--	0.00	6,518.96	--	--
House Not in Session	--	1,180.39	1,966.26	--	--
Intra & Extra-Constituency Travel	13,805.00	349.71	1,152.62	12,652.38	8.3%
Total Travel & Living Allowances		1,530.10	9,637.84		
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					
		3,952.88	19,918.93		

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01-Sep-09 to 30-Sep-09

MARSHALL, ELIZABETH, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	322.00	831.96	12,442.04	6.3%
Total Office Allowances		322.00	831.96		
Operational Resources					
Operational Resources	--	66.68	332.65	--	--
Total Operational Resources		66.68	332.65		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	0.00	6,637.00	0.0%
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	149.50	2,505.50	5.6%
Total Constituency Allowance		0.00	149.50		
Total Expenditures		388.68	1,314.11		

---- End of Report ----



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MARSHALL, THOMAS, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	208.34	327.39	12,946.61	2.5%
Total Office Allowances		208.34	327.39		
Operational Resources					
Operational Resources	--	195.32	843.02	--	--
Total Operational Resources		195.32	843.02		
Travel & Living Allowances					
House in Session	--	0.00	6,779.46	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,991.00	0.00	0.00	6,991.00	0.0%
Total Travel & Living Allowances		0.00	6,779.46		
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					
		403.66	7,949.87		

---- End of Report ----



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01-Sep-09 to 30-Sep-09

MICHAEL, LORRAINE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	261.06	513.66	12,760.34	3.9%
Total Office Allowances		261.06	513.66		
Operational Resources					
Operational Resources	--	199.37	975.57	--	--
Total Operational Resources		199.37	975.57		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	3.11	196.82	6,440.18	3.0%
Total Travel & Living Allowances		3.11	196.82		
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		463.54	1,686.05		

---- End of Report ----



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O'BRIEN, KEVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	950.00	1,519.97	11,754.03	11.5%
Total Office Allowances		950.00	1,519.97		
Operational Resources					
Operational Resources	--	2,041.25	4,553.22	--	--
Total Operational Resources		2,041.25	4,553.22		
Travel & Living Allowances					
House in Session	--	0.00	5,472.86	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,496.00	575.92	2,482.13	6,013.87	29.2%
Total Travel & Living Allowances		575.92	7,954.99		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	156.79	2,498.21	5.9%
Total Constituency Allowance		0.00	156.79		
Total Expenditures		3,567.17	14,184.97		

---- End of Report ----



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ORAM, PAUL, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	500.00	3,000.00	3,195.00	48.4%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	155.28	332.34	12,941.66	2.5%
Total Office Allowances		655.28	3,332.34		
Operational Resources					
Operational Resources	--	752.72	4,965.49	--	--
Total Operational Resources		752.72	4,965.49		
Travel & Living Allowances					
House in Session	--	0.00	4,389.60	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	11,327.00	1,696.90	5,079.40	6,247.60	44.8%
Total Travel & Living Allowances		1,696.90	9,469.00		
Constituency Allowance					
Constituency Allowance	2,655.00	551.71	551.71	2,103.29	20.8%
Total Constituency Allowance		551.71	551.71		
Total Expenditures		3,656.61	18,318.54		

---- End of Report ----



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OSBORNE, SHEILA, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	0.00	184.74	13,089.26	1.4%
Total Office Allowances		0.00	184.74		
Operational Resources					
Operational Resources	--	361.64	995.39	--	--
Total Operational Resources		361.64	995.39		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	0.00	6,637.00	0.0%
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		361.64	1,180.13		

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OSBORNE, TOM, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	18.20	144.88	13,129.12	1.1%
Total Office Allowances		18.20	144.88		
Operational Resources					
Operational Resources	--	583.22	1,965.12	--	--
Total Operational Resources		583.22	1,965.12		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	0.00	6,637.00	0.0%
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		601.42	2,110.00		

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PARSONS, KELVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	12,000.00	1,000.00	6,000.00	6,000.00	50.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	46.89	2,525.42	10,748.58	19.0%
Total Office Allowances		1,046.89	8,525.42		
Operational Resources					
Operational Resources	--	369.89	2,493.06	--	--
Total Operational Resources		369.89	2,493.06		
Travel & Living Allowances					
House in Session	--	1,504.47	11,342.73	--	--
House Not in Session	--	1,517.20	4,122.29	--	--
Intra & Extra-Constituency Travel	12,478.00	0.00	3,092.77	9,385.23	24.8%
Total Travel & Living Allowances		3,021.67	18,557.79		
Constituency Allowance					
Constituency Allowance	2,655.00	218.40	965.31	1,689.69	36.4%
Total Constituency Allowance		218.40	965.31		
Total Expenditures		4,656.85	30,541.58		

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PARSONS, KEVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	814.00	0.00	0.00	814.00	0.0%
Office Operations	13,274.00	0.00	279.99	12,994.01	2.1%
Total Office Allowances		0.00	279.99		
Operational Resources					
Operational Resources	--	736.54	2,234.99	--	--
Total Operational Resources		736.54	2,234.99		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	7,965.00	322.50	456.34	7,508.66	5.7%
Total Travel & Living Allowances		322.50	456.34		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	133.73	2,521.27	5.0%
Total Constituency Allowance		0.00	133.73		
Total Expenditures		1,059.04	3,105.05		

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PEACH, CALVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	180.00	230.00	434.00	34.6%
Office Start-up Costs	245.00	0.00	0.00	245.00	0.0%
Office Operations	13,274.00	114.22	788.83	12,485.17	5.9%
Total Office Allowances		294.22	1,018.83		
Operational Resources					
Operational Resources	--	520.83	2,165.07	--	--
Total Operational Resources		520.83	2,165.07		
Travel & Living Allowances					
House in Session	--	0.00	5,376.02	--	--
House Not in Session	--	102.24	1,166.30	--	--
Intra & Extra-Constituency Travel	14,513.00	698.78	5,115.54	9,397.46	35.2%
Total Travel & Living Allowances		801.02	11,657.86		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	914.99	1,740.01	34.5%
Total Constituency Allowance		0.00	914.99		
Total Expenditures		1,616.07	15,756.75		

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PERRY, TRACEY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	9,228.00	769.00	4,614.00	4,614.00	50.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	15.00	0.00	0.00	15.00	0.0%
Office Operations	13,274.00	1,563.99	2,821.59	10,452.41	21.3%
Total Office Allowances		2,332.99	7,435.59		
Operational Resources					
Operational Resources	--	627.05	2,551.02	--	--
Total Operational Resources		627.05	2,551.02		
Travel & Living Allowances					
House in Session	--	909.85	7,300.14	--	--
House Not in Session	--	1,032.00	2,453.96	--	--
Intra & Extra-Constituency Travel	52,743.00	414.11	2,338.37	50,404.63	4.4%
Total Travel & Living Allowances		2,355.96	12,092.47		
Constituency Allowance					
Constituency Allowance	2,655.00	34.82	781.51	1,873.49	29.4%
Total Constituency Allowance		34.82	781.51		
Total Expenditures		5,350.82	22,860.59		

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POLLARD, KEVIN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	12,000.00	1,000.00	6,000.00	6,000.00	50.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	682.00	0.00	0.00	682.00	0.0%
Office Operations	13,274.00	334.11	1,382.53	11,891.47	10.4%
Total Office Allowances		1,334.11	7,382.53		
Operational Resources					
Operational Resources	--	273.99	1,284.45	--	--
Total Operational Resources		273.99	1,284.45		
Travel & Living Allowances					
House in Session	--	0.00	7,690.71	--	--
House Not in Session	--	443.01	443.01	--	--
Intra & Extra-Constituency Travel	11,150.00	678.45	2,003.26	9,146.74	18.0%
Total Travel & Living Allowances		1,121.46	10,136.98		
Constituency Allowance					
Constituency Allowance	2,655.00	242.61	426.92	2,228.08	16.1%
Total Constituency Allowance		242.61	426.92		
Total Expenditures		2,972.17	19,230.88		

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POTTLE, PATTY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	816.00	0.00	0.00	816.00	0.0%
Office Operations	13,274.00	0.00	160.00	13,114.00	1.2%
Total Office Allowances		0.00	160.00		
Operational Resources					
Operational Resources	--	308.75	1,345.85	--	--
Total Operational Resources		308.75	1,345.85		
Travel & Living Allowances					
House in Session	--	0.00	7,596.94	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	40,619.00	1,522.20	2,383.20	38,235.80	5.9%
Total Travel & Living Allowances		1,522.20	9,980.14		
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		1,830.95	11,485.99		

---- End of Report ----



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RIDGELY, BOB, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	680.54	778.90	12,495.10	5.9%
Total Office Allowances		680.54	778.90		
Operational Resources					
Operational Resources	--	108.71	564.37	--	--
Total Operational Resources		108.71	564.37		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	0.00	6,637.00	0.0%
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		789.25	1,343.27		

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SKINNER, SHAWN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	0.00	0.00	13,274.00	0.0%
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	659.84	1,130.43	--	--
Total Operational Resources		659.84	1,130.43		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	6,637.00	0.00	0.00	6,637.00	0.0%
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		659.84	1,130.43		

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SULLIVAN, SUSAN, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	755.00	0.00	0.00	755.00	0.0%
Office Operations	13,274.00	117.00	2,784.96	10,489.04	21.0%
Total Office Allowances		117.00	2,784.96		
Operational Resources					
Operational Resources	--	348.62	1,629.88	--	--
Total Operational Resources		348.62	1,629.88		
Travel & Living Allowances					
House in Session	--	0.00	7,282.63	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	10,088.00	0.00	718.72	9,369.28	7.1%
Total Travel & Living Allowances		0.00	8,001.35		
Constituency Allowance					
Constituency Allowance	2,655.00	92.13	575.31	2,079.69	21.7%
Total Constituency Allowance		92.13	575.31		
Total Expenditures		557.75	12,991.50		

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TAYLOR, TREVOR, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	1,200.00	4,995.00	19.4%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	86.26	820.68	12,453.32	6.2%
Total Office Allowances		86.26	2,020.68		
Operational Resources					
Operational Resources	--	249.41	1,885.19	--	--
Total Operational Resources		249.41	1,885.19		
Travel & Living Allowances					
House in Session	--	217.61	1,223.69	--	--
House Not in Session	--	4,009.06	5,131.80	--	--
Intra & Extra-Constituency Travel	11,150.00	859.21	1,796.82	9,353.18	16.1%
Total Travel & Living Allowances		5,085.88	8,152.31		
Constituency Allowance					
Constituency Allowance	2,655.00	70.62	70.62	2,584.38	2.7%
Total Constituency Allowance		70.62	70.62		
Total Expenditures		5,492.17	12,128.80		

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VERGE, WADE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	186.00	0.00	0.00	186.00	0.0%
Office Operations	13,274.00	550.20	1,759.20	11,514.80	13.3%
Total Office Allowances		550.20	1,759.20		
Operational Resources					
Operational Resources	--	418.27	2,219.10	--	--
Total Operational Resources		418.27	2,219.10		
Travel & Living Allowances					
House in Session	--	712.65	7,624.60	--	--
House Not in Session	--	926.75	4,640.24	--	--
Intra & Extra-Constituency Travel	10,177.00	274.56	890.49	9,286.51	8.8%
Total Travel & Living Allowances		1,913.96	13,155.33		
Constituency Allowance					
Constituency Allowance	2,655.00	0.00	324.27	2,330.73	12.2%
Total Constituency Allowance		0.00	324.27		
Total Expenditures		2,882.43	17,457.90		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

WHALEN, DIANNE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	250.00	846.00	12,428.00	6.4%
Total Office Allowances		250.00	846.00		
Operational Resources					
Operational Resources	--	0.00	0.00	--	--
Total Operational Resources		0.00	0.00		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	8,496.00	0.00	0.00	8,496.00	0.0%
Total Travel & Living Allowances		0.00	0.00		
Constituency Allowance					
Constituency Allowance	2,655.00	53.00	106.00	2,549.00	4.0%
Total Constituency Allowance		53.00	106.00		
Total Expenditures		303.00	952.00		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

WILLIAMS, DANNY, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	0.00	0.00	13,274.00	0.0%
Total Office Allowances		0.00	0.00		
Operational Resources					
Operational Resources	--	0.00	0.00	--	--
Total Operational Resources		0.00	0.00		
Travel & Living Allowances					
House in Session	--	0.00	0.00	--	--
House Not in Session	--	0.00	0.00	--	--
Intra & Extra-Constituency Travel	9,027.00	0.00	0.00	9,027.00	0.0%
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		0.00	0.00		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

WISEMAN, ROSS, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	11,293.00	0.00	0.00	11,293.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	255.36	658.36	12,615.64	5.0%
Total Office Allowances		255.36	658.36		
Operational Resources					
Operational Resources	--	2,517.74	6,945.45	--	--
Total Operational Resources		2,517.74	6,945.45		
Travel & Living Allowances					
House in Session	--	0.00	2,779.26	--	--
House Not in Session	--	40.17	40.17	--	--
Intra & Extra-Constituency Travel	9,027.00	0.00	1,034.05	7,992.95	11.5%
Total Travel & Living Allowances		40.17	3,853.48		
Constituency Allowance					
Constituency Allowance	2,655.00	95.85	122.56	2,532.44	4.6%
Total Constituency Allowance		95.85	122.56		
Total Expenditures		2,909.12	11,579.85		

---- End of Report ----



House of Assembly
Newfoundland and Labrador
Member Accountability and Disclosure Report
Expenditures Summarized by Category
01-Sep-09 to 30-Sep-09

YOUNG, WALLACE, MHA

Allowance Category	Expenditure Limit for Fiscal Year 2009/10 (Net of HST)	Expenditures Processed 01-Sep-09 to 30-Sep-09 (Net of HST)	Expenditures Year to Date 01-Apr-09 to 30-Sep-09 (Net of HST)	Funds Available (Net of HST)	Percent Expended to Date
Office Allowances					
Office Accommodations	6,195.00	0.00	0.00	6,195.00	0.0%
Rental of Short-term Accommodations	664.00	0.00	0.00	664.00	0.0%
Office Start-up Costs	--	0.00	0.00	--	--
Office Operations	13,274.00	60.00	635.00	12,639.00	4.8%
Total Office Allowances		60.00	635.00		
Operational Resources					
Operational Resources	--	415.31	1,544.67	--	--
Total Operational Resources		415.31	1,544.67		
Travel & Living Allowances					
House in Session	--	0.00	5,065.81	--	--
House Not in Session	--	2,536.05	6,261.09	--	--
Intra & Extra-Constituency Travel	11,150.00	334.72	4,499.71	6,650.29	40.4%
Total Travel & Living Allowances		2,870.77	15,826.61		
Constituency Allowance					
Constituency Allowance	2,655.00	185.31	711.07	1,943.93	26.8%
Total Constituency Allowance		185.31	711.07		
Total Expenditures		3,531.39	18,717.35		

---- End of Report ----

**House of Assembly Management Commission
Briefing Note**

Title: Budget Transfer Request

Issue: Approval for a transfer of funds per the Transfer of Funds Policy

Background:

- The Transfer of Funds Policy (April 2008) as approved by the Management Commission in July 2008, requires Management Commission approval for the transfer of funds to or from the Allowances and Assistance main object of expenditure.
- \$62,500 is required for payment of unbudgeted professional fees to the Acting Citizens' Representative to conduct the investigation under the Whistleblower provisions of the *House of Assembly Accountability, Integrity and Administration (HOAAIA)* Act.
- \$36,000 is required for unbudgeted salary expenditures for an investigator seconded from the Office of the Information and Privacy Commissioner and an administrative support person to work with the Acting Citizens' Representative.
- \$5,300 is required for operating expenditures incurred by the Members' Compensation and Review Committee (MCRC) in this fiscal year (Supplies - \$1,000; Purchased Services - \$4,300). The \$60,000 budget for Professional Services for the MCRC has been utilized to cover fees for the three committee members to date.
- An analysis of funds expended in fiscal 2008-09 and year-to-date in fiscal 2009-10 indicates that requirements for Allowances and Assistance in the Members' Resources Activity will be less than anticipated in fiscal 2009-10, and therefore permanent savings are available in this Activity/Main Object for transfer.

Action Required:

- The Commission's approval of the following transfer of funds is requested.

From:

Subdivision 1.1.04.09 (HOA) Members Resources' – Allowances and Assistance \$103,800

To:

Subdivision 4.1.01.01 Office of the Citizens' Representative – Salaries \$ 36,000

Subdivision 4.1.01.05 Office of the Citizens' Representative – Professional Services \$ 62,500

Subdivision 1.1.04.04 (HOA) Members' Resources – Supplies \$ 1,000

Subdivision 1.1.04.06 (HOA) Members' Resources – Purchased Services \$ 4,300

Drafted by: Virginia English
Date: October 27, 2009

Approved by: Wm. MacKenzie

**House of Assembly Management Commission
Briefing Note**

Title: Budget Transfers

Issue: Budget Transfers processed during the period from March 1, 2009 to September 30, 2009

Background:

- The Commission approved the Transfer of Funds Policy, April 2008, effective 1 April 2008 at the July 3, 2008 meeting. The Policy requires only certain budget transfers to be approved by the Commission. However, to ensure transparency, it was proposed that all transfers of funds should be reported to the Commission.
- The fifteen (15) budget transfer approval forms attached represent the transfers of funds for the House of Assembly and the Statutory Offices for the period noted. In accordance with Section 4.1.1 of the Transfer of Funds Policy, all transfers were approved by the Clerk of the House of Assembly and the applicable Statutory Officer or Chief Financial Officer (or designate).
- Budget transfer Nos. HOABT00096 to HOABT00107 represent budget transfers for the fiscal year ended 31 March 2009; Budget transfer Nos. HOABT2009-0001 and HOABT2009-0002 represent budget transfers for fiscal year to date in 2009-10; and Budget transfer No. AGBA00001-0910 represents the Budget transfer for the Office of the Auditor General for fiscal year to date in 2009-10.

Action Required:

- For information purposes only.

Drafted by: Virginia English
Date: September 30, 2009

Approved by: Wm. MacKenzie

LEGISLATURE

Budget Adjustment No.: HOABT00096

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0249	110	0450	B071	000000	6.1.01.07 Office of the Information and Privacy Commissioner – Property, Furnishings and Equipment	\$1,400

FUNDS REQUIRED FOR:

Purchase of furniture for office.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0249	110	0450	B061	000000	6.1.01.06 Office of the Information and Privacy Commissioner – Purchased Services	\$1,400

REASON FUNDS ARE AVAILABLE:

Expenditures related to office leases were less than anticipated as office relocation was delayed.

<p>VERIFIED BY:</p> <p><u>Maureen Lamb</u></p> <p>Chief Financial Officer</p> <p>Date: <u>3 March 2009</u></p>	<p>APPROVED BY:</p> <p><u>William Fuzie</u></p> <p>Clerk of the House of Assembly</p> <p>Date: <u>2009.03.04.</u></p>	<p>APPROVED BY:</p> <p><u>[Signature]</u></p> <p>Statutory Officer</p> <p>Date: <u>09/03/09</u></p>
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HOABT0096

LEGISLATURE

Budget Adjustment No.: HOABT00097

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0208	120	0430	B051	000000	1.1.04.05 Hansard and the Broadcast Centre - Professional Services	\$20,000

FUNDS REQUIRED FOR:

To complete Steps 1 through 3 on the Chamber Lighting Upgrade Proposal.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0208	110	0430	B071	000000	1.1.04.07 Hansard and the Broadcast Centre - Property, Furnishings and Equipment	\$20,000

REASON FUNDS ARE AVAILABLE:

A lower cost option was selected to provide uplink services for broadcasting of House proceedings.

<p>APPROVED BY:</p> <p><i>Marlene Lambe</i></p> <hr/> <p>Marlene Lambe Chief Financial Officer Date: <u>7 Mar 09</u></p>	<p>APPROVED BY:</p> <p><i>William Mackenzie</i></p> <hr/> <p>William Mackenzie Clerk of the House of Assembly Date: <u>2009.03.07.</u></p>
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HOABT0097

LEGISLATURE

Budget Adjustment No.: HOABT00098

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0211	110	0600	B071	000000	3.1.01.07 Office of the Chief Electoral Officer – Property, Furnishings and Equipment	\$7,100

FUNDS REQUIRED FOR:

Purchase new photocopier for OCEO

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0400	B061	000000	1.1.01.06 Administrative Support – Purchased Services	\$7,100

REASON FUNDS ARE AVAILABLE:

Costs related to office equipment leases were less than anticipated due to the leases expiring earlier than expected. Photocopies, faxes, etc, are now being purchased rather than leased.

<p>VERIFIED BY:</p> <p><u>Maureen Lawler</u> Chief Financial Officer</p> <p>Date: <u>6 Feb 09</u></p>	<p>APPROVED BY:</p> <p><u>[Signature]</u> Clerk of the House of Assembly</p> <p>Date: <u>2009.03.06.</u></p>	<p>APPROVED BY:</p> <p><u>[Signature]</u> Statutory Officer</p> <p>Date: <u>6 March 09</u></p>
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HOABT0098

LEGISLATURE

Budget Adjustment No.: HOABT00099

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0211	110	0600	B041	000000	3.1.01.04 Office of the Chief Electoral Officer -- Supplies	\$2,000
0211	110	0600	B061	000000	3.1.01.06 Office of the Chief Electoral Officer -- Purchased Services	\$21,000

FUNDS REQUIRED FOR:

Purchase office supplies for office operations.

Rent payments in February and March 2009, 500 Cardboard Ballot Boxes and Voting Screens and printing costs.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0211	120	0600	B051	000000	3.1.01.05 Office of the Chief Electoral Officer -- Professional Services	\$23,000

REASON FUNDS ARE AVAILABLE:

Costs of legal services per requirements of the CEO in his capacity as CEO and Commissioner of Legislative Standards are less than anticipated.

<p>VERIFIED BY:</p> <p><u>M. Ranke</u></p> <p>Chief Financial Officer</p> <p>Date: <u>10 March 09</u></p>	<p>APPROVED BY:</p> <p><u>[Signature]</u></p> <p>Clerk of the House of Assembly</p> <p>Date: <u>2009. 03. 10.</u></p>	<p>APPROVED BY:</p> <p><u>[Signature]</u></p> <p>Statutory Officer</p> <p>Date: <u>March 10/09</u></p>
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LEGISLATURE

Budget Adjustment No.: HOABT00100

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0211	110	0600	B071	000000	3.1.01.07 Office of the Chief Electoral Officer – Property, Furnishings and Equipment	\$1,300

FUNDS REQUIRED FOR:

Purchase new photocopier for OCEO. Adjustment required on Budget Transfer No. HOABT00098 for \$1,300 to cover expenditure on PO#208063303 that was encumbered in Feb-09 but was not included on the Available Funds Report dated 06 Mar 09.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0400	B061	000000	1.1.01.06 Administrative Support – Purchased Services	\$1,300

REASON FUNDS ARE AVAILABLE:

Costs related to office equipment leases were less than anticipated due to the leases expiring earlier than expected. Photocopies, faxes, etc, are now being purchased rather than leased.

<p>VERIFIED BY:</p> <p><u>Marilyn Lamb</u> Chief Financial Officer</p> <p>Date: <u>11 March 09</u></p>	<p>APPROVED BY:</p> <p><u>W. M. K...</u> Clerk of the House of Assembly</p> <p>Date: <u>2009. 03. 11.</u></p>	<p>APPROVED BY:</p> <p><u>Paul Reynolds</u> Statutory Officer</p> <p>Date: <u>March 11/09</u></p>
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HOABT00100

LEGISLATURE

Budget Adjustment No.: HOABT00101

TRANSFER TO: *JL*

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0241	110	0580	B071	000000	4.1.01.07 Office of the Citizens' Representative -- Property, Furnishings and Equipment	\$200

FUNDS REQUIRED FOR:

Purchase upgrades for two Blackberrys for staff at OCR

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0241	110	0580	B061	000000	4.1.01.06 Office of the Citizens' Representative -- Purchased Services	\$200

REASON FUNDS ARE AVAILABLE:

Cost of photocopier leases were less than anticipated as majority of leases expired in June 2008 (one quarterly payment) but budget included lease payments for an additional two quarterly payments.

<p>VERIFIED BY:</p> <p><i>M. Zambic</i></p> <p>Chief Financial Officer</p> <p>Date: <u>12 March 2009</u></p>	<p>APPROVED BY:</p> <p><i>W. M. [Signature]</i></p> <p>Clerk of the House of Assembly</p> <p>Date: <u>2009. 03. 12</u></p>	<p>APPROVED BY:</p> <p><i>[Signature]</i></p> <p>Statutory Officer</p> <p>Date: <u>Mar/20, 2009</u></p>
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HOABT00101

LEGISLATURE

Budget Adjustment No.: HOABT00102

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0249	100	0450	B011	000000	6.1.01.01 Office of the Information & Privacy Commissioner - Salaries	\$11,000

FUNDS REQUIRED FOR:

Salary cost for temporary Deputy Information and Privacy Commissioner as reimbursement of salary cost for permanent Deputy Information and Privacy Commission (currently on Interchange Canada Assignment with the Federal Government) was not received from Federal Government in time for processing of pay cheques for bi-weekly pay period ending March 18, 2009.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	100	0400	B011	000000	1.1.01.01 Administrative Support - Salaries	\$11,000

REASON FUNDS ARE AVAILABLE:

Delayed hirings.

<p>VERIFIED BY:</p> <p><u>Maudlene Lambie</u> Chief Financial Officer</p> <p>Date: <u>12 March 2009</u></p>	<p>APPROVED BY:</p> <p><u>W. Wilfong</u> Clerk of the House of Assembly</p> <p>Date: <u>2009. 03. 12.</u></p>	<p>APPROVED BY:</p> <p><u>[Signature]</u> Statutory Officer</p> <p>Date: <u>23 March 2009.</u></p>
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LEGISLATURE

Budget Adjustment No.: HOABT00103

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0202	100	0420	B011	000000	1.1.02.01 House Operations – Salaries	\$1,700

FUNDS REQUIRED FOR:

Salary cost for Leader of the Third Party as not included in 2008-09 budget.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	100	0400	B011	000000	1.1.01.01 Administrative Support - Salaries	\$1,700

REASON FUNDS ARE AVAILABLE:

Delayed hirings.

<p>APPROVED BY:</p> <p><u>Marlene Lambe</u></p> <p>Marlene Lambe Chief Financial Officer Date: <u>12 March 2009</u></p>	<p>APPROVED BY:</p> <p><u>William MacKenzie</u></p> <p>William MacKenzie Clerk of the House of Assembly Date: <u>2009. 03. 12.</u></p>
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HOABT00103

LEGISLATURE

Budget Adjustment No.: HOABT00104

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0400	B041	000000	1.1.01.04 Administrative Support - Supplies	\$4,300

FUNDS REQUIRED FOR:

Purchase Adobe Creative Suite and Photoshop for the Broadcast Centre and Legislative Library

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0400	B061	000000	1.1.01.06 Administrative Support -- Purchased Services	\$4,300

REASON FUNDS ARE AVAILABLE:

Costs related to office equipment leases were less than anticipated due to the leases expiring earlier than expected. Photocopies, faxes, etc, are now being purchased rather than leased.

<p>APPROVED BY:</p> <p><i>Mairea Lambie</i></p> <p>Chief Financial Officer</p> <p>Date: <u>19 Mar 09</u></p>	<p>APPROVED BY:</p> <p><i>[Signature]</i></p> <p>Clerk of the House of Assembly</p> <p>Date: <u>2009.03.19.</u></p>
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HOABT00104

LEGISLATURE

Budget Adjustment No.: HOABT00105

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0249	110	0450	B041	000000	6.1.01.04 Office of the Information & Privacy Commissioner - Supplies	\$200

FUNDS REQUIRED FOR:

Cost of sign production and Petty Cash expenses.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0249	110	0450	B061	000000	6.1.01.06 Office of the Information and Privacy Commissioner - Purchased Services	\$200

REASON FUNDS ARE AVAILABLE:

Expenditures related to office leases were less than anticipated as office relocation was delayed.

<p>VERIFIED BY:</p> <p><u>M. Lamber</u></p> <p>Chief Financial Officer</p> <p>Date: <u>1 April 09</u></p>	<p>APPROVED BY:</p> <p><u>[Signature]</u></p> <p>Clerk of the House of Assembly</p> <p>Date: <u>2009.04.01.</u></p>	<p>APPROVED BY:</p> <p><u>[Signature]</u></p> <p>Statutory Officer</p> <p>Date: <u>06/04/09</u></p>
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HOABT00105

LEGISLATURE

Budget Adjustment No.: HOABT00106

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0400	B041	000000	1.1.01.04 Administrative Support - Supplies	\$400

FUNDS REQUIRED FOR:

Expenditures related to supplies were higher than anticipated.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0400	B061	000000	1.1.01.06 Administrative Support - Purchased Services	\$400

REASON FUNDS ARE AVAILABLE:

Costs related to office equipment leases were less than anticipated due to the leases expiring earlier than expected. Photocopies, faxes, etc, are now being purchased rather than leased.

<p>APPROVED BY:</p> <p><u>Marlene Lambe</u></p> <p>Marlene Lambe Chief Financial Officer Date: <u>2009-04-28</u></p>	<p>APPROVED BY:</p> <p><u>William Mackenzie</u></p> <p>William Mackenzie Clerk of the House of Assembly Date: <u>2009. 04. 28.</u></p>
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HOABT00106

LEGISLATURE

Budget Adjustment No.: HOABT00107

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0410	B031	000000	1.1.03.03 Caucus Operations and Members' Expenses -- Transportation and Communications	\$2,300

FUNDS REQUIRED FOR:

Expenditures related to postage were higher than anticipated.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0410	B061	000000	1.1.03.06 Caucus Operations and Members' Expenses -- Purchased Services	\$2,300

REASON FUNDS ARE AVAILABLE:

Costs related to copier leases were less than anticipated due to the leases expiring earlier than expected.

<p>APPROVED BY:</p> <p><u>Marlene Lambe</u></p> <p>Marlene Lambe Chief Financial Officer Date: <u>2009-04-28</u></p>	<p>APPROVED BY:</p> <p><u>William Mackenzie</u></p> <p>William Mackenzie Clerk of the House of Assembly Date: <u>2009-04-28</u></p>
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HOABT00107

LEGISLATURE

Budget Adjustment No.: HOABT2009-0001

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0208	110	0430	B072	000000	1.1.03.07 Hansard and the Broadcast Centre -- Property, Furniture and Equipment	\$43,700

FUNDS REQUIRED FOR:

Property, Furniture and Equipment items for the Broadcast Centre budgeted in fiscal 2008-09 were not received prior to end of fiscal year.

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC		
0201	110	0400	B071	000000	1.1.01.07 Administrative Support -- Property, Furniture and Equipment	\$43,700

REASON FUNDS ARE AVAILABLE:

As the Property, Furniture and Equipment block is budgeted for the entire HOA Service, Caucus Operations and four Statutory Offices, funds are available to transfer to Broadcast.

<p>APPROVED BY:</p> <p><u><i>M. Lambie</i></u> Chief Financial Officer</p> <p>Date: <u>2009-05-28</u></p>	<p>APPROVED BY:</p> <p><u><i>[Signature]</i></u> Clerk of the House of Assembly</p> <p>Date: <u>2009.05.28</u></p>
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LEGISLATURE

Budget Adjustment No.: HOABT2009-0002

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOHJ	DTC		
0245	110	0590	B02E	000000	5.1.01.02 Office of the Child and Youth Advocate - Employee Benefits	\$700

FUNDS REQUIRED FOR:

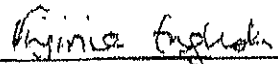
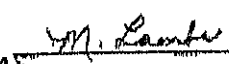
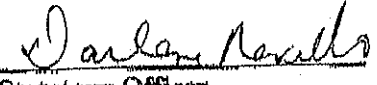
Additional funds are required for the Child and Youth Advocate and 4 staff to attend the Conference of the Canadian Council of Provincial Child and Youth Advocates (total cost \$1,500).

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOHJ	DTC		
0245	110	0590	B031	000000	5.1.01.03 Office of the Child and Youth Advocate - Transportation and Communications	\$700

REASON FUNDS ARE AVAILABLE:

Savings are available in Transportation and Communications as staff did not complete 4 Advocacy Clinics in April and May 2009.

VERIFIED BY:  Manager, Financial Planning & Reporting Date: July 7, 2009	APPROVED BY:  Clerk of the House of Assembly Date: 2009-07-07	APPROVED BY:  Statutory Officer Date: July 8, 09
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(re section 10 of the HOA AIA Act)

Budget Adjustment No.: AGBA00001-0910

STATUTORY OFFICE: OFFICE OF THE AUDITOR GENERAL

TRANSFER TO:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC	ACCOUNT NAME	
0223	120	0520	B051	000000	Professional Services – Audit Operations	\$75,000

FUNDS REQUIRED FOR: Request for Proposals for Audit Services resulting from staff shortage

TRANSFER FROM:

Accounting Distribution					Description	Amount
RC	ACAT	ACEL	LOBJ	DTC	ACCOUNT NAME	
0225	100	0520	B011	000000	Permanent Salaries – Audit Operations	\$75,000

REASON FUNDS ARE AVAILABLE: Unable to recruit professional staff to file vacant permanent positions.

OFFICE OF THE AUDITOR GENERAL

DIRECTOR OF ADMINISTRATION	AUDITOR GENERAL
<i>[Signature]</i> 09.04.22	<i>[Signature]</i> 09-04-22

AUTHORITY TO TRANSFER FUNDS (Section 4.1, House of Assembly Transfer of Funds Policy)

CLERK OF THE HOUSE OF ASSEMBLY: (Designate)	<i>[Signature]</i> 2009.04.22.
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HOUSE OF ASSEMBLY
Newfoundland and Labrador

Memo to House of Assembly Management Commission

Re: Approval of the Audited Financial Statements of the House of Assembly and Its Statutory Offices for the Year Ended 31 March 2009

The Audit Committee of the House of Assembly met with the Auditor General on 20 October 2009 to discuss the above. Based on these discussions, and in accordance with Paragraph 23(7)(d) of the *House of Assembly Accountability, Integrity and Administration Act*, the Audit Committee recommends that these Financial Statements be approved by the House of Assembly Management Commission.

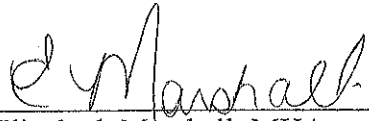
Paragraph 23(7) (d) also requires that the Audit Committee review the Auditor General's Management Letter which relates to the 2009 Financial Statements. However, to date, the Management Letter has not been received. Once it is received the Audit Committee will review it.

During the review of the Financial Statements, the Audit Committee discussed a number of Financial Statement items with the Auditor General including the increasing amounts of overtime owed to employees, amounts receivable from Members or former Members of the House of Assembly, and the Compliance Audit required to be undertaken at least once during every Assembly. These items will be addressed by the Committee when it meets with the Clerk of the House of Assembly.

While the primary items discussed at our meeting revolved around the audited Financial Statements for 2009 we also discussed:

- (i) the status of the internal audits being undertaken by the Comptroller General;
- (ii) unaudited financial information of the House of Assembly as at 30 September 2009, and

- (iii) the Audit Committee's Self Assessment which will be discussed under separate cover.

A handwritten signature in cursive script that reads "Elizabeth Marshall". The signature is written in dark ink and is positioned above a horizontal line.

Elizabeth Marshall, MHA
Chair
Audit Committee

October 28, 2009



HOUSE OF ASSEMBLY
Newfoundland and Labrador

Memo to House of Assembly Management Commission

Re: Self Assessment of the Audit Committee

Section 8 of the Audit Committee Handbook requires that the Audit Committee's performance is to be reviewed periodically. Appendix G of the Handbook is used as a guide and is supported by the *House of Assembly Accountability, Integrity and Administration Act* and the requirements of the Handbook.

During the 20 October 2009 meeting the Audit Committee discussed its terms of reference and conducted a self - assessment. (See attached.)

The Committee was established in August of 2007 and felt that now was an appropriate time to assess its performance. The Committee is of the opinion that it is carrying out its mandate in accordance with the requirements of the *House of Assembly Accountability, Integrity and Administration Act*.

J. Marshall
Chair
Audit Committee
Oct. 28/09.

APPENDIX G

AUDIT COMMITTEE SELF ASSESSMENT

For each of the following statements, select a number between 1 and 5, with 1 indicating that you strongly disagree, and 5 indicating that you strongly agree with the statement. Select 0 if there is no basis for evaluation.

Composition and Quality

		No basis	Strongly disagree	disagree	Neither agree nor disagree	Agree	Strongly agree
1.	Audit Committee members possess the <u>collective skills</u> as set out in Appendix C of the Audit Committee Handbook.	0	1	2	3	4	5
2.	The Audit Committee demonstrates integrity, credibility, trustworthiness, ability to constructively handle conflict, independence, and proactiveness.	0	1	2	3	4	5
3.	The Audit Committee reviews its mandate at least once during its term to determine whether its responsibilities are adequately described.	0	1	2	3	4	5

(ongoing process)

Understanding the organization and risks

4.	The Audit Committee considers the significant risks faced by the entity. Examples include (but are not limited to): <ul style="list-style-type: none"> • Accuracy of financial reporting • Compliance with legislation and policies • Effectiveness of internal controls • Reputation 	0	1	2	3	4	5
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Processes and procedures

5.	The Audit Committee regularly reports to the House of Assembly Management Commission.	0	1	2	3	4	5
6.	The agenda and related information (e.g. prior meeting minutes, internal audit reports, etc.) are circulated in advance of meetings, to allow members sufficient time to study and understand the information.	0	1	2	3	4	5
7.	Meetings are held at least 4 times per year.	0	1	2	3	4	5
8.	The Audit Committee has private (in camera) sessions with management, internal audit and external audit.	0	1	2	3	4	5
9.	The Audit Committee behaves in a manner which promotes organization-wide awareness of ethics, quality financial reporting, and strong internal controls.	0	1	2	3	4	5

will now report after each meeting

10.	The level of openness between the Audit Committee and relevant parties (management, internal audit, and external audit) is acceptable.	0	1	2	3	4	5
11.	For matters that require specialized expertise, the Audit Committee engages external parties as appropriate.	0	1	2	3	4	5

N/A

Oversight of the financial reporting process and internal controls

12.	The Audit Committee has sufficient understanding of management's process of financial reporting.	0	1	2	3	4	5
13.	The Audit Committee makes a reasonable effort to satisfy themselves as to the integrity of the House of Assembly and statutory offices' financial systems and competence of accounting personnel and senior financial management.	0	1	2	3	4	5
14.	The Audit Committee reviews the management letters and other reports written by the auditors (external and internal) to ensure that all significant matters raised are addressed.	0	1	2	3	4	5
15.	The Audit Committee takes action to ensure resolution when there are instances of repeat comments from auditors and others about internal controls.	0	1	2	3	4	5
16.	The Audit Committee reviews matters related to financial reporting and internal control with the Clerk of the House as well as advises the Clerk with respect to the exercise of his or her responsibilities as accounting officer.	0	1	2	3	4	5

Oversight of audit functions

17.	The Audit Committee <u>considers the coordination of work</u> between the auditors (external and internal) to ensure that they appropriately address their different areas of responsibility.	0	1	2	3	4	5
18.	The Audit Committee regularly discusses the work of internal audit and offers input into the scope of work to be performed.	0	1	2	3	4	5

Public interest disclosures

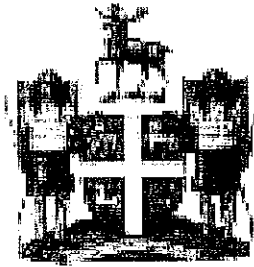
procedures already established in legislation & Handbook

19.	The Audit Committee establishes and follows procedures for the confidential treatment of complaints regarding accounting and internal control matters.	0	1	2	3	4	5
20	The Audit Committee communicates all matters brought to its attention related to public interest disclosures according to the provisions of the <i>House of Assembly Accountability, Integrity and Administration Act</i> .	0	1	2	3	4	5

N/A

D. Marshall

20 Oct 109



THIRD REPORT
OF
THE AUDIT COMMITTEE
TO
THE HOUSE OF ASSEMBLY MANGEMENT COMMISSION
PURSUANT TO
PARAGRAPH 23 (8) (c)
OF THE
HOUSE OF ASSEMBLY ACCOUNTABILITY, INTEGRITY AND
ADMINISTRATION ACT

July, 2009

The Audit Committee of the House of Assembly was established under the authority of Section 23 of the *House of Assembly Accountability, Integrity and Administration Act* which was enacted on June 14, 2007. Section 23 outlines the responsibilities of the Committee. Included in these responsibilities is the requirement under Section 23(8)(c) to report regularly to the Commission with respect to its activities.

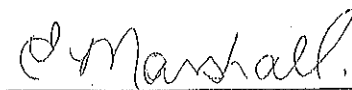
The Audit Committee has reported twice previously regarding its activities, and has also made recommendations regarding the appointment of the Auditor General as the auditor of the House of Assembly and its statutory offices. This report covers the period October 2007 to June 2009, identifies the audit reports received, and provides a summary of each report.

The following audit reports were completed from October 2007 to June 2009:

- (i) Review of Duplicate Claims/Double Billings
 - October/07 to March/08
 - April/08 to June/08
 - July/08 to September/08
 - October/08 to December/08
 - January/09 to March/09
- (ii) Year End Compliance Monitoring Report/Members of the House of Assembly Expenditures Processed
- (iii) Payroll Processing Review
- (iv) Auditor General's Management Letter for the year ended 31 March 2008
- (v) Review of Direct Travel Agency Invoices
- (vi) Compliance Audit
- (vii) Review of Management Certification Contract

All of the Audit Reports have been addressed by the Audit Committee. Reports have been discussed in detail with the auditors and House of Assembly staff. Recommendations have been or are being addressed.

Recommendations which require legislative amendments, rule amendments, or new policy will be brought forward to the Management Commission for approval.



Elizabeth Marshall, MHA
Chair, Audit Committee

Audit Reports

October 2007 to June 2009

	Report Title	Issued By	Summary
1.	Duplicate Claims/Double Billings <ul style="list-style-type: none"> • October/07 to March/08 • April/08 to June/08 • July/08 to September/08 • October/08 to December/08 • January/09 to March/09 	Comptroller General	Appendix B
2.	Year End Compliance Monitoring (October 2008)	Comptroller General	Appendix C
3.	Payroll Processing Review (October 2008)	Comptroller General	Appendix D
4.	Auditor General's Management Letter for the year ended 31 March 2008 (dated October 2008)	Auditor General	Appendix E
5.	Review of Direct Travel Agency Invoices (November 2008 and December 2008)	Comptroller General	Appendix F
6.	Compliance Review (February 2009)	Comptroller General	Appendix G
7.	Review of Management Certification Contract (March 2009)	Comptroller General	Appendix H

Duplicate/Double Billing Reports

In response to the recommendations of the Green Report, the Comptroller General initiated a process (effective October 9, 2007) whereby claims submitted by MHAs (both in their role as Member and as Minister) would be reviewed and analyzed to determine if any duplicate amounts existed. All MHAs are subject to this review. Those who are Ministers have HOA and Ministerial claims cross-checked.

This process does not in any way replace or mitigate the responsibilities of the claimant or the applicable HOA/Departments in taking applicable measures to prevent/detect duplicate/double billings.

This function does not include any procedures which involve the review of claims for compliance against Ministerial, MHA or other expense reimbursement policies.

Five "Duplicate/Double Billing Reports" have been filed by the Comptroller General since October 9, 2007 for the following periods:

- (i) October, 2007 to March, 2008
- (ii) April 2008 to June 2008
- (iii) July 2008 to September 2008
- (iv) October 2008 to December 2008
- (v) January 2009 to March 2009

Over the past 15 months the Comptroller General's Office has identified twenty-seven duplicate claims within the House of Assembly. All of the duplicate claims have been corrected.

Year End Compliance Monitoring Report (October 2008)

The Comptroller General's Office reviewed payments to MHAs during April 2008 to ensure they complied with the *Members' Resources and Allowances Rules*. The review indicated that claims reviewed were applied against the correct fiscal year, no issues were identified with the accounting distribution, and claims were in compliance with the Members' Rules and policies with the exception of the items noted in the following paragraph.

In some instances, the *Members' Resources and Allowances Rules* Manual did not completely correspond with the Rules. Officials have now taken corrective action on the issues identified by a Rule Amendment and a change in the Manual.

In other instances, decisions based on Rules were not documented for future reference, although they appeared to be of a recurring nature. The required documentation is now being prepared and provided to appropriate staff.

The Comptroller General also pointed out that claims for Secondary Residence and Private Accommodations do not have an HST component, and officials have now corrected this.

PAYROLL PROCESSING REVIEW OCTOBER, 2008

The Comptroller General's Office has completed an audit of the payroll processing function, of the House of Assembly. The following summarizes the concerns expressed by the Comptroller General and the action taken by Officials of the House of Assembly.

1. Bi-weekly Review of Payroll Register

The Office of the Chief Electoral Officer does not carry out a bi-weekly review of the payroll register as a control to detect unauthorized payroll transactions, errors or overpayment. This is now being done.

2. Delegated Signing Authority

A significant number of payroll staffing action forms were approved by individuals who had not been delegated authority to do so. Officials indicate that delegated signing authority forms have now been updated.

3. Staffing Action Forms

The audit identified 35 staffing actions which did not indicate the date on which the form had been signed off. Officials indicate that staffing action forms are now being properly completed.

4. M.H.A. and Constituency Assistants Payroll

The House of Assembly has responsibility for 25 of the 48 Members. The payroll for Ministers and their Assistants is not processed by the House of Assembly, but rather by their respective Departments. The Comptroller General is recommending that the House of Assembly be provided with detailed payroll information and certain payroll functions for all Members and their Assistants. This matter will be referred to the Management Commission.

5. Payroll for Constituency Assistants

Section 26(4) of the *Members' Resources and Allowances Rules* states that, "Expenses related to constituency assistant salaries and benefits shall be paid directly to constituency employees by the Office of the Speaker". Payroll expenses for a number of Constituency Assistants are currently charged to Departments. The Comptroller General is recommending that these expenses be budgeted for and charged to the House of Assembly. This matter will be referred to the Management Commission.

6. Attendance in the House of Assembly

Section 13(3) of the *House of Assembly Accountability, Integrity and Administration Act* specifies a number of reasons for which a Member can be absent from the House. The Comptroller General is recommending that definitions and policies be developed for three terms referenced in this section of the Act: "serious illness", "Member's Family" and "bereavement". This matter is being referred to the ad hoc Committee on Members' Leave.

7. Declaration of Attendance in the House of Assembly

Section 13(5) of the *House of Assembly Accountability, Integrity and Administration Act* requires Members to file a declaration of their attendance in the House of Assembly before February 1 of each year, identifying the dates of absences and an explanation. The Comptroller General is recommending that the absences be reported as soon as possible after the Member returns to the House, to ensure timeliness of information.

8. Car Allowance/Gasoline Reimbursement

The audit indicated that some Members received a car allowance and also claimed mileage. Given that the mileage rate already includes a component for the capital cost of the vehicle, the Comptroller General is recommending that existing legislation and policies of the House of Assembly relating to car allowances, gasoline reimbursement and mileage be reviewed. Recovery of any overpayments is also recommended.

9. Attendance Records

The Comptroller General is recommending that the attendance records be maintained on a timely basis and that leave slips be prepared in accordance with Government Policy. Officials have implemented this recommendation.

10. Approval of Overtime

The Comptroller General is recommending that the overtime report of the individual designated to approve overtime reports be approved by a second, independent person. This recommendation has been implemented.

11. Approval of Leave and Accuracy of Attendance Records

The Comptroller General is recommending that leave slips be approved as required by Government Policy and that attendance records be accurately recorded. This recommendation has been implemented.

12. Review of Daily Processing Report

The Comptroller General is recommending that daily processing reports be reviewed and signed by an authorized person. This recommendation has been implemented.

Auditor General's Management Letter for the Year Ended 31 March 2008 (dated 16 October, 2009)

The Audit Committee met with officials of the Auditor General's Office on October 21, 2008 to discuss the Management Letter. The Committee also discussed the Management Letter with the Comptroller General at its February 5, 2009 meeting. The following summarizes the concerns expressed by the Auditor General and the action taken by officials of the House of Assembly:

1. Double Billings

Three errors were detected and amounts owing have been recovered. Two of the three errors were identified by House of Assembly staff and the third error occurred prior to the implementation of new processes. House of Assembly staff check all claims to ensure expenses have not been previously claimed. In addition, the Comptroller General's Office carries out an ongoing project to identify duplicate billings.

2. Equipment and Furniture Purchases

(i) The Auditor General is recommending that capital assets located at each constituency office be recorded in an inventory tracking system. House of Assembly officials advise that complete records of these assets exist and are available, but are not yet entered in the inventory tracking system. Officials estimate that this will be in place by March 31, 2009

(ii) The Auditor General is recommending that the House of Assembly seek repayment or the return of assets purchased by a Member within three years prior to the Member leaving. This policy came into effect in 1989, and would require House of Assembly staff to review records back to 1989.

The officials did review Members' claims from April 2006 to October 2007 and compiled a list of capital assets, which were subsequently returned to the House of Assembly.

In addition, Members were requested to provide a list of assets purchased within 3 years of the 2007 election (i.e. from October 2004 to October 2007) and these assets were also returned to the House of Assembly. Given the nature of these assets returned to the House of Assembly it was decided by officials not to go back to 1989.

3. Accounts Receivable from a Former Member

Of the \$1,553 relating to insurance costs claimed by a Member, \$400 related to a period of time which extended beyond the resignation of the Member. The Auditor General is recommending that the \$400 be recovered. Officials of the House of Assembly are trying to collect the amount owing.

4. Lack of Documentation in Personnel Files

The Auditor General reviewed a sample (thirteen) of personnel files and determined there was a lack of documentation. Officials of the House of Assembly have assigned a new staff member to ensure personnel files contain complete and accurate information.

5. Processing of MHA Claims

- (i) A review of 112 Members' claims identified 13 claims that were paid even though the related expenditures had been incurred more than 60 days earlier. This contravened policy at the time.

Officials indicated this was permitted during an earlier transition period. Effective April 1, 2008, all expenditures incurred more than 60 days prior to being claimed, must be approved by the Commission before being paid.

- (ii) The Auditor General identified nine MHA claims which were changed during processing, yet there was no indication who changed the claim or whether the MHA was aware that a change had been made. Officials of the House of Assembly indicated that MHAs are now informed by e-mail of changes.

6. Outstanding Travel Advance and Allowance for Doubtful Accounts

The Auditor General is recommending that the House of Assembly continue its efforts to recover an outstanding travel advance of \$12,900 to a former Member and possibly recover it from severance pay of \$72,894 due to the Member. The outstanding travel advance has been discussed with the Comptroller General's Office and Government's legal counsel. There is no documentation to support the \$12,900 and therefore, there is no basis on which to proceed in terms of a civil action. In addition, the \$72,894 owed to the Member for severance has already been applied to other amounts owed by the former Member.

7. Completeness of Financial Information

The Auditor General is indicating that information provided for audit is not always complete and/or timely. House of Assembly staff have indicated they will

continue to work with the Auditor General's Office to address any issues identified.

8. Unexpended Balance of \$4.5 Million

The House of Assembly requested and received Special Warrant funding of \$2,572,300 in the Fall of 2007. Since there was an unexpended balance of \$4.5 million at the end of the 2007-08 fiscal year the Auditor General has indicated that sufficient savings should have been anticipated and the Special Warrant should not have been requested. The officials of the House of Assembly have indicated that savings were not identifiable because 2007-08 was the first year for the implementation of Mr. Justice Green's report, and there was no evidence that there would be savings.

9. Date for Completion of Financial Information

The Auditor General has indicated that it is impractical to issue the audited financial information for the House of Assembly by June 30 since the information for the Public Accounts is not finalized by the Comptroller General until July. The deadline of 30 June was stipulated in the *House of Assembly Accountability, Integrity and Administration Act*. The legislation was amended in November 2008. The new deadline is 1 September.

10. Salary Expenditures

The Auditor General has criticized the significant payments of overtime made to staff at the Chief Electoral Office. The Chief Electoral Office has indicated that the overtime relates directly to the 2007 general election, and it will make efforts to minimize overtime.

11. HST Not Recorded

The Auditor General questioned whether the \$500 paid to auditors of candidates' electoral expenses should have HST imputed. The Comptroller General has indicated that the \$500 is a grant, and as a result, no HST is calculated.

Review of Direct Travel Agency Invoices

A review of travel agency invoices paid directly by the House of Assembly identified two invoices which were paid without the required certification by the Member. As a result, the House of Assembly no longer pays travel agencies directly for travel invoices, allowing only the reimbursement of travel expenses of Members.

As a result of this breakdown in controls, the Comptroller General's Office expanded their review of direct travel agency invoices processed by the House of Assembly. This review indicated there were no additional duplicate payments of this nature.

Compliance Review – February 2009

The Comptroller General's Office has completed an audit of payments made to and on behalf of MHAs. Specifically, the Comptroller General's Office audited purchases and payments to third party suppliers made on behalf of MHAs as well as reimbursement claims made directly to MHAs. The report identifies 17 issues, which have all been discussed with the Comptroller General's Office in detail. For purposes of this report, the 7 issues considered major (in consultation with the Comptroller General's Office) are discussed.

1. Financial obligations (such as lease/rental payments) and purchase orders should be encumbered.
2. Private Vehicle Usage Reports for MHAs which presently included claims for block mileage with insufficient details, should provide complete travel details.
3. Since no vehicle travel logs have been inspected since they became a requirement in 2007, a review should now be conducted to ensure Members are complying with the Rules.
4. Weaknesses were identified in the MHA spreadsheets prepared, and used, by staff to track details from MHA claims, including mileage claimed, trips taken and nights of accommodations. Officials should ensure all travel details are recorded properly to ensure Members do not exceed their entitlements under the Rules.
5. Officials should ensure adjustments to claims are properly recorded on the spreadsheets identified in Item 4 above.
6. Since the *Members' Resources and Allowances Rules Manual* has not been updated since 2007, this should now be done.
7. Since there is no inventory system in place to track assets, implementation of an inventory should proceed.



HOUSE OF ASSEMBLY
Newfoundland and Labrador

Appendix H

August 21, 2009

To: Members of the House of Assembly Management Commission

In re: Review of the Management Certification Contract and Related Documents

In accordance with CM 2008-091, dated 18 November 2008, the House of Assembly Management Commission "directed that the Management Certification Contract and related documents be referred to the Professional Services and Internal Audit Division of the Comptroller General's Office for review, with a report to be brought back to the Commission."

The requested report was forwarded to the Clerk of the House of Assembly on 17 April 2009. At its May 6, 2009 meeting, the Management Commission "considered the Management Certification Internal Audit Report of the Professional Services and Internal Audit Division of the Comptroller General's Office and referred the report to the Audit Committee of the Commission for further review" (CM 2009-022).

On 23 June 2009, the Audit Committee met and discussed the report. The Comptroller General, Mr. Ronald Williams, attended the meeting with his officials to review the report, and present its findings, conclusions and recommendations. These are clearly laid out in the report.

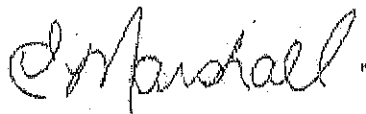
The Professional Services and Internal Audit Division present five recommendations as follows:

1. The House of Assembly Management Commission should formally adopt and approve policy/guidelines for the hiring of external consultants, consistent with those of Government departments. The guidelines should be modified to meet the needs of House of Assembly operations.
2. House of Assembly officials should ensure compliance with the spirit and intent of the Guidelines. Approval to authorize (THE ADDITIONAL WORK INVOLVING) payments in excess of 110 per cent of approved contractual amounts must be sought in advance from the House of Assembly Management Commission.

3. For future contracts, House of Assembly officials should have formal processes in place to monitor contract costs and ensure that potential cost overruns are identified early in the completion of a project.
4. All necessary amendments to contracts should be completed as required to minimize financial and legal risk.
5. For financial management purposes, all contracts should be encumbered in accordance with the requirements of the *Financial Administration Act*.

The recommendations have been discussed with the Clerk of the House of Assembly. He supports the recommendations and is in the process of implementing them.

In accordance with Section 23(7)(f), the Audit Committee is recommending implementation of the above recommendations.



Elizabeth Marshall, M.H.A.
Chair, Audit Committee

MacKenzie, William

From: Michael, Lorraine

Sent: Monday, October 26, 2009 9:49 AM

To: Burke, Joan; Kennedy, Jerome; Marshall, Elizabeth; Fitzgerald, Roger; Dawe, Rosalind M; Parsons, Kelvin; Jones, Yvonne; MacKenzie, William; Osborne, Tom

Subject: Management Committee Meeting - October 26, 2009

Dear Members of the Management Commission;

As a result of the very late cancellation of today's meeting I am sending a formal request to the committee that we set a deadline for notice of non-attendance at meetings, barring unforeseen emergencies, of course.

The cancellation of today's meeting has been more than inconvenient for me.

I make this request without any judgments on the members who sent in late notices. However, I would like to know for our future work together that we are all working from the same premise regarding giving priority to meetings of the Management Commission.

If we were to set 24 hours as a deadline for notice of non-attendance, for example, I would take for granted that anyone sending in notice after that time is dealing with an emergency and I would accept such notice without question.

I would like to see this topic as an agenda item at our next regular meeting.

Thank you.

Lorraine

**House of Assembly Management Commission
Briefing Note**

Title: Constituency Assistants and Rules 26(4) and 26(5)

Issue: Proposed Amendments to Subsections 26(4) and 26(5) of the *Members' Resources and Allowances Rules*

Background:

- Subsections 26(4) and 26(5) of the *Members' Resources and Allowances Rules* addresses the issue of Members' support staff and state:

(4) Expenses related to constituency assistant salaries and benefits shall be paid directly to constituency employees by the office of the speaker.

(5) Where a member considers it necessary to engage a temporary replacement for a constituency assistant due to vacation, illness or other absence of the regular assistant that the speaker considers acceptable the member may, with the consent of the speaker, engage a temporary replacement, and the costs associated with that engagement shall be reimbursed by the office of the speaker to the member.

- The Green Report describes the 2007 situation respecting constituency assistants in a short section entitled "Resource Support" as follows:

"Most MHAs have one constituency assistant located in his or her office. The constituency assistant is paid out of general House of Assembly funds. [page 10-9; emphasis added]

It is apparent that the Green Commission wrongly assumed that all constituency assistants were paid from the House of Assembly payroll.

- The section entitled "Resource Supports" continues to describe the 2007 situation as follows:

"However, an MHA may fund additional support staff out of his or her constituency allowance. This is used by Members primarily to cover replacement staff when the regular constituency assistant takes vacation. [page 10-9; emphasis added]

- It appears that the purpose of Rule 26(4) was to emphasize that Constituency Assistant salaries are paid directly from a payroll system – i.e., the funds are not channeled through the Member, who would in turn employ the assistant. This interpretation is supported by the use in S.26(4), of the word “directly”, which is otherwise superfluous, and by the “Green Report” itself as noted above.
- The Green Report goes on to discuss the recommended office resources changes proposed in the new *Members’ Resources and Allowances Rules* as follows:

Proper office and administrative support should be provided to enable the professional politician to do his or her job effectively....A proper office arrangement should be regarded as part of the standard resource allocation that should be made available to every MHA. The costs should come out of the general budget of the House and not out of an overall capped constituency allowance of the Member. [page 10-28; emphasis added]

- In response to Subsection 26(5) of the Rules, the Commission, at its April 18, 2008 meeting, approved guidelines for the hiring of replacement Constituency Assistants, to ensure consistency in hiring of replacement staff outside of individual Member’s allowances. **CM 2008-024 refers.**
- In November 2008, the Comptroller General, during an internal audit of the Legislature’s payroll processing function, noted that not all CAs were on the payroll of the Legislature and that this was in contradiction of subsection 26(4) of the *Members’ Resources and Allowances Rules*. The Comptroller General recommended that “in future, salaries for all Constituency Assistants should be voted (budgeted) and recorded in the House of Assembly in accordance with subsection 26(4).”
- As noted above (page 10-9 of the Green Report), the Review Commission incorrectly assumed that all Constituency Assistants were paid from the general House of Assembly funds. It appears that the intent of Section 26 was to ensure that each Member was entitled to a Constituency Assistant, a replacement Constituency Assistant (when necessary) and that the costs should not come out of the Members’ allocations.
- The Constituency Assistants to Ministers and the Constituency Assistants to Parliamentary Secretaries were, prior to Green, on the respective departmental payrolls, as they are still currently. The remaining Constituency Assistants are on the House of Assembly payroll. In neither case are these salary costs charged to the individual Member’s expense allowance or allocations.

- As noted by the Comptroller General, since roughly half of the Constituency Assistants are on departmental payrolls, we are currently non-compliant with Rule 26(4).
- It seems clear that Green's intent was that all Constituency Assistants and replacement Constituency Assistants would be paid through a payroll system and not paid directly by Members from their constituency allocations. It is indisputable that Green did not realize that many of the Constituency Assistants were on departmental payrolls. It also appears that he did not intend to change the current structure of having Ministerial and Parliamentary Assistant's constituency assistants on departmental payrolls, since his Report provides no discussion or arguments to that effect.
- Therefore, it is recommended that Rule 26(4) be amended to ensure that the main intent of the Green recommendations – that assistants would not be paid directly by Members – is complied with.
- Subsection 26(5) also requires amendment as the reference to "reimbursement" appears to contradict Green's stated intention that salary costs for temporary replacements should be paid directly from the government payroll system. The House of Assembly has paid for all such replacements directly and no reimbursement has ever been made to a Member for such expenses since the implementation of the new Rules.

Action Required:

Recommended Minute:

- The Commission approved the following draft amendments to the *Members' Resources and Allowances Rules*:

Subsection 26 (4) is repealed and the following is substituted:

(4) Expenses related to constituency assistant salaries and benefits shall be paid directly to constituency employees and voted in the salaries main object under the appropriate head of expenditure.

Subsection 26 (5) is repealed and the following is substituted:

(5) Where a member considers it necessary to engage a temporary replacement for a constituency assistant due to vacation, illness or other absence of the regular assistant that the speaker considers acceptable the member may, in accordance with a directive of the House of Assembly

Management Commission, engage a temporary replacement, and the costs associated with that engagement shall be paid directly to the employee and voted in the salaries main object under the appropriate head of expenditure.

Drafted by: Marlene Lambe
September 28, 2009

Approved by: Wm. MacKenzie

House of Assembly Management Commission

Briefing Note

Title: Members' Leave Ad hoc Committee

Issue: Recommendations regarding maternity/paternity/adoption and sick leave for Members of the House of Assembly

Background:

- Subsection 13(1) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act) requires that members must attend at all sittings of the House of Assembly. Subsection 13(2) of that Act provides for a \$200 deduction for each absence from a sitting and subsection 13(3) provides for exemptions from this penalty due to illness, bereavement etc.
- Subsection 13(3) of the Act was recently amended to add exemption (a.1) for “adoption, pregnancy or parental leave as established by directive” (of the Management Commission).
- In response to queries by Members respecting maternity, paternity and adoption leave, the Speaker appointed an ad hoc committee to research and make recommendations on the issue. This Committee consisted of Ms. Kathy Dunderdale, Ms. Lorraine Michael and Mr. Roland Butler, assisted by the Law Clerk and the Manager of Human Resources Services and Payroll Administration. A thorough review of the policies of Canadian, Australian and British Parliaments and Assemblies as well as legislation respecting illness, adoption, maternity and paternity leave was made by the Committee. The review found that no other jurisdiction has addressed maternity/ paternity/adoption and sick leave for Members.
- The ad hoc Committee report recommended an amendment to the Rules that would state: “Where a Member of the House of Assembly becomes a parent because of birth or adoption of his or her child, a deduction of \$200 shall not be made under subsection 13(2) of the *House of Assembly Accountability, Integrity and Administration Act* for one Spring or Fall sitting of the House of Assembly within a year of his or her child’s birth or coming into his or her care”.
- In considering the above recommendation of the committee, the Commission may wish to adopt the wording as is or, on further discussion, may modify the recommendation such as replacing “Spring or Fall sitting” with “regular sitting”. Should the Commission adopt the recommendation, a Directive would be issued pursuant to paragraph 13(3)(a.1) of the Act.

- The ad hoc committee further asked that the Speaker refer the issues of maternity/paternity/adoption and sick leave for Members to the Canadian Parliamentary Association at the July, 2009 conference.
- The Speaker and the Clerk will present this issue to the Presiding Officers' Conference in January, 2010, for the consideration and input of other jurisdictions. The Commonwealth Parliamentary Association and the Presiding Officers' Conference have no authority in such matters which remain in the purview of individual legislatures.

Action Required:

- The Direction of the Commission is requested.

Drafted by: Marie Keefe
Date: September 28, 2009

Approved by: Wm. MacKenzie



HOUSE OF ASSEMBLY
Newfoundland and Labrador

JUL 17 2009

OFFICE OF THE SPEAKER

June 29, 2009

Honorable Roger Fitzgerald, MHA
Speaker of the House of Assembly

Dear Mr. Fitzgerald:

Re: Recommendations of the Members' Leave Ad Hoc Committee

As per your request, the Members' Leave Ad Hoc Committee has reviewed the issues of maternity/paternity/adoption and sick leave for Members of the House of Assembly.

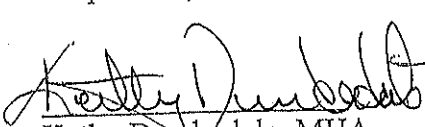
Based on our research of other jurisdictions both nationally and internationally, we wish to put forth the following recommendations for consideration by the House of Assembly Management Commission:

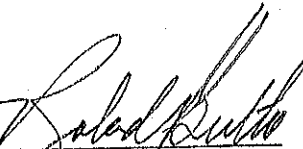
1. "Where a Member of the House of Assembly becomes a parent because of the birth or adoption of his or her child, a deduction of \$200 shall not be made under subsection 13(2) of the *House of Assembly Accountability, Integrity and Administration Act* for one Spring or Fall sitting of the House of Assembly within a year of his or her child's birth or coming into his or her care."
2. The Speaker is asked to refer the issues of maternity/paternity/adoption and sick leave for Members to the Canadian Parliamentary Association for discussion at the July 2009 conference.

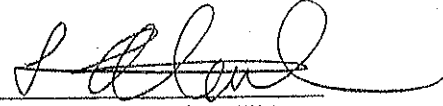
Recommendation #1 would be an amendment to the *Members' Resources and Allowances Rules* to address the Committee's opinion that an MHA's presence in the House is the only part of the maternity/paternity/adoption leave matter the Management Commission has authority to consider. The Premier and Cabinet have authority over Ministerial duties and the Members' constituents ultimately have authority with respect to Members' constituency duties. The Management Commission can only determine the Members' duties in terms of attendance in the House of Assembly under section 13 of the *House of Assembly Accountability, Integrity and Administration Act*.

Recommendation #2 addresses the other aspects of the maternity/paternity/adoption issue as well as that of sick leave. No other jurisdiction, has addressed maternity/paternity/adoption and sick leave for Members and it was the Committee's view that we, as a lone legislature, should not attempt to resolve these issues on our own. The issues should be discussed with the Canadian Parliamentary Association and dealt from a broader and national perspective.

Respectfully submitted,


Kathy Dunderdale, MHA
Minister of Natural Resources


Roland Butler, MHA


Lorraine Michael, MHA

**House of Assembly Management Commission
Briefing Note**

Title: Position Classification/Reclassification

Issue: Classification/Reclassification of Positions in the Office of the Information and Privacy Commissioner, Approval of Permanent Status for the Funded Position and Abolishment of the Position of Director of Members' Services

Background:

- A position description has been developed for the position of Mediation, Communications and Policy Officer with the Office of the Information and Privacy Commissioner.
- A revised position description has been prepared for the position of Assistant (Deputy) Information and Privacy Commissioner as a result of changes to the position.
- The House of Assembly Classification Review Committee met on February 13, 2009 and June 19, 2008 and reviewed and evaluated the position description for the new position of Mediation, Communications and Policy Officer and the revised position description for the position of Assistant (Deputy) Information and Privacy Commissioner. The evaluation was done using the Hay System of Classification which assigns points in the areas of Know How, Problem Solving and Accountability.
- The evaluation resulted in the Committee assigning a value of 417 points to the position of Mediation, Communications and Policy Officer, which placed it at a classification level of HL 18 (non-management).
- The evaluation resulted in the Committee assigning a value of 750 points to the position of Assistant (Deputy) Information and Privacy Commissioner, which maintains the current classification level of HL 26.
- The position of Director of Members' Services (formerly Director of Financial Operations), has continued to exist as a position of the Legislature under PCN 02381 in Government's Human Resource System. The position is not included in the current House of Assembly Service organization chart but approval of the Commission is required in order to remove the position from Government's Human Resource System.

Action Required:

The following Minutes are recommended:

1. The Commission confirms as permanent the position of Mediation, Communications and Policy Officer with the Office of the Information and Privacy Commissioner effective April 1, 2009.
2. The Commission confirms the classification of HL 18 (non-management) for the permanent position of Mediation, Communication and Policy Officer.
3. The Commission confirms the current classification of HL 26 for the position of Assistant (Deputy) Information and Privacy.
4. The Commission approves the abolition of the position of Director, Members' Services (PCN 02381).

Drafted by: Sandra Mitchell Cooney

Approved by: William MacKenzie

Date: September 10, 2009