



House of Assembly Service

2011-2012 Annual Performance Report



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MESSAGE FROM THE SPEAKER

I am pleased to present the House of Assembly Service Annual Performance Report for 2011-2012 fiscal year.

The House of Assembly Service (HOAS) is primarily responsible for supporting the functioning of the House of Assembly and its committees, the House of Assembly Management Commission and Members of the House of Assembly.

The 2011-12 fiscal year was a time of transition for the House of Assembly Service as it entered into the second General Assembly since its establishment in 2007. It now has an opportunity to step back and evaluate the processes and procedures put in place to create an open and accountable framework for the Legislature. The House of Assembly Service is also able to move forward with advancing other vital areas of its operations, while continuing to strengthen the solid foundation of transparency it has established.

This report outlines the major accomplishments toward the objectives outlined in the 2011-14 Business Plan for the 2011-12 fiscal year. The accomplishments highlight the hard work and commitment of the employees of the House of Assembly Service, and I would like to take this opportunity to commend them for their continued dedication.

This report was prepared under my direction in accordance with the *Transparency and Accountability Act* for a Category 2 entity. As the Speaker, I am accountable for the accomplishments reported in this document and any variances from the goals outlined in the 2011-2014 Business Plan.

Honourable Ross Wiseman, MHA
Speaker
House of Assembly



OVERVIEW

The House of Assembly Service, established by the *House of Assembly Accountability, Integrity and Administration Act*, was created to support the functioning of the House of Assembly and its committees, the House of Assembly Management Commission and Members of the House of Assembly. It has a total of 51 employees and includes the Speaker, the Clerk, and employees of the Office of the Clerk, Corporate and Members' Services Division and Information Management Division.

The Speaker is the impartial presiding officer of the House and oversees the internal administration of the House of Assembly. The Speaker's Office provides support to the Speaker in carrying out these duties and responsibilities. As established by statute, the Speaker is also the Chair of the House of Assembly Management Commission.

The Office of the Clerk supports the activities of the Clerk of the House of Assembly in all parliamentary and administrative matters. The Clerk is the non-partisan, chief permanent officer of the House whose duties can be divided in two main areas: Chief Parliamentary Officer and Chief Administrative Officer.

As the Chief Parliamentary Officer, the Clerk provides advice to the Speaker and Members of the House of Assembly on matters pertaining to parliamentary procedure. He or she is responsible for interpreting the Standing Orders, conventions, precedents and usages of the House and must ensure the preparation of the Order Paper and Minutes of proceedings. The Clerk also has a responsibility for the safe-keeping of all records of the House of Assembly.

As the Chief Administrative Officer, the Clerk is responsible for the management of the operations of the House of Assembly Service and the administration of the Statutory Offices. The Clerk also serves as Secretary to the House of Assembly Management Commission and is responsible for providing full administrative support to the Commission.

The Corporate and Members' Services Division provides services in Accounts Payable; Financial Planning and Reporting; General Operations and Purchasing; and Human Resources and Payroll Administration. The Information Management Division includes the services of the Legislative Library, Broadcast Centre, Hansard and Records Management.



BUDGET

The House of Assembly had a budget of **\$16,063,100** for the 2011-2012 fiscal year. The details are noted below:

Salaries	\$11,578,000
Employee Benefits	26,500
Transportation and Communications	373,900
Supplies	173,600
Professional Services	256,100
Purchased Services	521,700
Property, Furnishings and Equipment	216,600
Allowances and Assistance	2,829,000
Grants and Subsidies	87,000
Total	\$16,063,100 *

** The budget for the House of Assembly also includes the following activities: Members' Resources, Government Members' Caucus, Official Opposition Caucus and Third Party Caucus.*

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MANDATE

The House of Assembly Service derives its mandate from subsection 25(1) of the *House of Assembly Accountability, Integrity and Administration Act* (the Act). It is also informed by the *House of Assembly Act* and the *Elections Act, 1991*.

The House of Assembly Service supports the work of the Speaker, the Clerk, the House of Assembly and its Committees, Members, and the House of Assembly Management Commission by:

- Coordinating and supporting the decision-making process of the House of Assembly Management Commission;
- Providing advice and interpretation on parliamentary procedure and protocol;
- Providing financial, budgetary, human resources, payroll, administrative and information services;
- Providing legal advice on Parliamentary matters to the Speaker, the Clerk and to the House of Assembly;
- Providing parliamentary library, records and information services to all Members and Officers of the House of Assembly, including reference, research and records organization and control;
- Providing compliance with the *Access to Information and Protection of Privacy Act*;
- Providing official transcript of debates and proceedings of the House of Assembly and the House of Assembly Management Commission;
- Broadcasting the House of Assembly proceedings and meetings of the House of Assembly Management Communications; and
- Providing strategic communications advice and support to the Speaker, the Clerk, and the House of Assembly Management Commission.



LINES OF BUSINESS

In fulfilling its mandate, the House of Assembly Service provides the following lines of business.

1. Support to the House of Assembly and the Committees of the House

The House of Assembly Service provides executive, administrative, and advisory support to the House of Assembly and its Committees. It advises the Speaker and Members on parliamentary procedure, provides procedural advice to Committees, drafts minutes and reports, keeps records, and organizes meetings. It also provides legal advice on Parliamentary matters to the Speaker, the Clerk and to the House of Assembly, and provides in-house corporate legal advice.

The House of Assembly Service provides further parliamentary support by producing the official and complete transcript of debates and proceedings of the House of Assembly, its Committees and the Management Commission. It is also responsible for televising House of Assembly proceedings and meetings of the House of Assembly Management Commission.

2. Support to the Speaker and the House of Assembly Management Commission

The House of Assembly Service is the primary support for the Speaker and the House of Assembly Management Commission. This role incorporates the preparation of briefing materials, the coordination and facilitation of Commission meetings, and the maintenance of all Commission records.

Strategic communications advice and support are provided to the Speaker and the House of Assembly Management Commission. This role includes developing communications policy and procedures and advising on communications issues.

3. Support to Members of the House of Assembly

The House of Assembly Service supports the Members of the House of Assembly in carrying out their roles and responsibilities. This includes providing Member orientation and relevant training as required, setting up Members' offices, purchasing required supplies and services for Members, processing Members' expense claims, and providing payroll and human resources services.

The House of Assembly Service also provides parliamentary library and information services to all Members and Officers of the House of Assembly in the execution of their duties, including reference and research services and information access and awareness.



4. Support to Statutory Offices

The House of Assembly Service supports the Statutory Offices in carrying out administrative responsibilities. This includes financial, budgetary, human resources, payroll, and information management services.



VISION

The vision of the House of Assembly Service is one where the public, clients and employees are well informed on the operations of the Legislature.

MISSION

The House of Assembly Service recognizes the value in having a public, client base and employees who are well-informed on all aspects of the Legislature's operations. Through efforts in education, outreach and communications, the House of Assembly Service is aiming to create awareness and understanding, while also building confidence and trust in the House of Assembly and its operations.

By March 31, 2017, the House of Assembly Service will have implemented initiatives to build awareness, confidence and trust in the operations of the Legislature.



HIGHLIGHTS & ACCOMPLISHMENTS

The House of Assembly entered into its second General Assembly since the release of the Green Report, representing a period of transition for the House of Assembly Service. Approximately one-third of the Members elected in the 2011 General Election had not previously served in the Legislature. Forty five Members-elect were sworn-in at a ceremony in the House of Assembly Chamber on October 27, 2011. The remaining three Members-elect were sworn-in at separate ceremonies on November 9 and November 16, 2011.

The months following a General Election are a busy time for the House of Assembly Service in providing necessary support to MHAs. This includes assistance with establishing and setting up constituency offices; hiring constituency assistants; and providing orientations on the rules, policies and guidelines that govern Members in carrying out their duties and responsibilities. Two new resource documents were developed and finalized to provide information for MHAs on both the administrative and parliamentary aspects of their roles and responsibilities.

In addition to the work carried out to support Members, the House of Assembly Service also made great progress toward the goals identified for other areas of its operations. Public Education and Outreach continues to be a priority focus for the Legislature as it further develops and enhances the initiatives already in place. The House of Assembly Service also made a tremendous start on its goal to develop and implement a strategy for internal communications by the end of the 2011-2014 planning cycle.

Another significant achievement was the launch of the first-ever House of Assembly intranet; an internal information resource for the entire Legislature (staff of the House of Assembly Service; Members and Constituency Assistants; Caucus office staff; and staff of the Statutory Offices). While development work on this initiative commenced in the previous year, final roll-out did not occur until this reporting period. The intranet went live to House of Assembly Service staff in August 2011 and was launched to Members in October 2011 following the General Election. Further developments to the intranet will be ongoing as required, especially as it relates to the goals and objectives outlined in the internal communications strategy for the House of Assembly Service.



REPORT ON PERFORMANCE

Maintaining the principles of accountability and openness established by the implementation of the Green recommendations will always be a priority for the House of Assembly Service. There is an opportunity to direct focus to other vital areas of its operations, and a review of its lines of business has identified three priority areas over this planning cycle.

ISSUE 1: SUPPORT TO THE HOUSE OF ASSEMBLY MANAGEMENT COMMISSION

The House of Assembly Management Commission establishes, implements and controls financial and administrative policies applicable to the House of Assembly, the House of Assembly Service and all Statutory Offices of the House of Assembly. The Commission oversees the finances of the House of Assembly including its budget, revenues, expenses, assets and liabilities. It ensures the proper administration of allowances for Members as well as reimbursement and payment of their expenditures in accordance with the *House of Assembly Accountability, Integrity and Administration Act*. The support of the House of Assembly Service is critical to the Commission as it carries out its governance responsibilities in an environment of public accessibility.

Goal:

By March 31, 2014, the House of Assembly Service will have supported the House of Assembly Management Commission in carrying out its financial and administrative duties for the House of Assembly, the House of Assembly Service and all Statutory Offices of the House of Assembly.

Objective:

By March 31, 2012, the House of Assembly Service will have reviewed and revised, as necessary, existing resource materials.

Measure:

Will have reviewed and revised, as necessary, existing resource materials.

Indicator:	Actual Result:
New Administrative Guide for Members of House of Assembly produced	<ul style="list-style-type: none"> – <i>Members' Administration Guide</i> was finalized and approved in October 2011. – A copy of the Guide was distributed to all 48 Members of the House of Assembly and their Constituency



Indicator:	Actual Result:
	<p>Assistants following the October 11, 2011 General Election.</p> <ul style="list-style-type: none">– Electronic versions of the Guide are available on the House of Assembly website and intranet. These versions are considered “official” and will be updated as provisions change.
New Parliamentary Handbook for Members produced	<ul style="list-style-type: none">– The <i>Members’ Parliamentary Guide</i> was finalized and approved in February 2012.– A copy of the Guide was distributed to all 48 Members of the House of Assembly prior to the March 5, 2012 opening of the Legislature.– Electronic versions of the Guide are available on the House of Assembly website and intranet. These versions are considered “official” and will be updated once changes are made.
Commenced revision of House of Assembly Management Commission Policies and Procedures Manual	<ul style="list-style-type: none">– Revisions to the Manual commenced and ongoing.

By March 31, 2013, the House of Assembly Service will have reviewed processes and procedures for Commission meetings.

Measure:

Reviewed processes and procedures for Commission meetings.

Indicators:

- Consulted with the Chair and Secretary of the Management Commission as well as House of Assembly Service staff directly involved in providing support to the Commission.
- Proposed changes based on information gathered through consultations brought forward to the Chair and Secretary of the Commission for review.
- Changes to processes and procedures requiring approval of the Commission brought forward for consideration.
- Completed updates and revisions as required to the Management Commission Policies and Procedures Manual and the Operations Manual for Meetings of the Management Commission.



Discussion of Results:

A tremendous amount of work has been carried out by the House of Assembly Service to ensure that necessary resource materials for Members were completed prior to deadlines associated with the Provincial General Election and the opening of the House of Assembly. The Members' Administration Guide, published in October 2011, summarizes the provisions of the *House of Assembly Accountability, Integrity and Administration Act*, the *Members' Resources and Allowances Rules*, other relevant legislation, as well as directives and policies approved by the House of Assembly Management Commission. The Members' Parliamentary Guide, published in February 2012, summarizes the Standing Orders of the House of Assembly and other pertinent parliamentary authorities.

Revisions to the Policy and Procedures Manual for the House of Assembly Management Commission were commenced. It is anticipated that revisions will be finalized and approved by March 31, 2013 once processes and procedures for Commission meetings have been reviewed and changes incorporated as required.



ISSUE 2: PUBLIC EDUCATION & OUTREACH

The House of Assembly Service recognizes the value of a public that has confidence and trust in elected officials and the democratic process, and is well-informed about the role and operations of the legislature. Education and outreach are important components to increase awareness and understanding of the role of the House of Assembly, and will help to build confidence and trust in elected officials and the legislative processes that exist. Public Education and Outreach was a priority in the previous business plan, and while there has been significant progress made in this area, there is much more which can be done.

Goal:

By March 31, 2014, the House of Assembly Service will have continued development and refinement of the Public Education and Outreach strategy to increase awareness and understanding on the role and operations of the House of Assembly.

Objective:

By March 31, 2012, the House of Assembly Service will have identified and begun development of additional content for House of Assembly channel and website.

Measure:

Will have identified and begun development of additional content for House of Assembly channel and website.

Indicator:	Actual Result:
Script for informational video on the Legislature developed and approved	<ul style="list-style-type: none">– Outline script for the informational video developed.– Received approval in March 2012.
Content of informational brochures incorporated into the website	<ul style="list-style-type: none">– Content and web design approved in March 2012.– Content went live on the website on March 26, 2012.
Glossary of parliamentary terms posted to channel and website	<ul style="list-style-type: none">– Glossary of parliamentary terms drafted and approved.– Design work completed and content live on channel and website by March 30, 2012.
Developed implementation plan for additional channel and website content for the planning period	<ul style="list-style-type: none">– Implementation plan for additional House of Assembly channel and website content to March 31, 2014 drafted.



Indicator:	Actual Result:
	– Received final approval on March 26, 2012.
Developed plan for public communications and promotion respecting House of Assembly channel and website	– A decision was made to postpone the development of this plan until decisions are made respecting possible use of new communication tools by the House of Assembly.

By March 31, 2013, the House of Assembly Service will have continued development of additional content for the House of Assembly channel and website and developed new materials to support public tours of the House of Assembly.

Measure:

Continued development of additional content for the House of Assembly channel and website and developed new materials to support public tours of the House of Assembly.

Indicators:

- Developed and approved detailed broadcast script for the House of Assembly informational video based on the approved outline script.
- Reviewed current process for the offering of public tours by the House of Assembly.
- Proposed recommendations to improve the process and offering of public tours.

Discussion of Results:

The House of Assembly Service recognizes the value in developing components for public education and outreach that are able to serve various purposes. The outline script developed for the Legislature informational video was designed in various modules, with each module having its own topic or theme. Designing the video this way will make it more conducive for use on other media such as the website, and for use with other educational/outreach purposes. It also is more effective from a development perspective as work on each one can be done independently of the other.

The House of Assembly Service was successful in incorporating additional content onto its website and the broadcast channel. A comprehensive list of approximately 70 parliamentary terms is now included, as well as content from informational brochures on the role of the Speaker and the Office of the Clerk. An implementation plan was also approved outlining additional content to be added to both the website and the channel in each of the next two fiscal years.



The House of Assembly Service recognizes the importance of promoting the website and broadcast channel if they are going to be effective tools in supporting public education and outreach objectives. A decision to delay development of a plan to promote the website and channel was made pending consideration of the possible use of social media by the House of Assembly for public communication purposes.



ISSUE 3: INTERNAL COMMUNICATIONS

The House of Assembly Service recognizes the importance of having employees and internal clients who are aware and informed. Each division of the House of Assembly Service has its own distinct roles and responsibilities; however, it is the efforts of all employees collectively which allows the Legislature to fulfill its mandate and serve its clients effectively. Communication within an organization acts as a channel or network that links all parts of the organization. Developing an internal communications strategy for the House of Assembly will provide effective, accessible internal communication tools, build strong relationships and ensure that employees and internal clients are better informed on all issues. It will play a key role as the House of Assembly Service moves forward in developing and improving its operations and help maintain the foundation of openness and public accountability which has been built.

Goal:

By March 31, 2014, the House of Assembly Service will have implemented components of an internal communications strategy to ensure that all employees and internal clients are fully aware and well-informed with respect to the operations of the House of Assembly.

Objective:

By March 31, 2012, the House of Assembly Service will have consulted with employees and internal clients of the House of Assembly respecting internal communications.

Measure:

Will have consulted with employees and internal clients of the House of Assembly respecting internal communications.

Indicator:	Actual Result:
Developed consultation strategy	– Strategy for consultation process developed and approved February 2012.



Indicator:	Actual Result:
Conducted consultations	<ul style="list-style-type: none">– Survey sent to all House of Assembly Service staff on February 29, 2012.– Two focus group sessions held with House of Assembly Service staff on March 1 and March 2, 2012.– Survey sent to all internal clients (Statutory Office employees, Members, Constituency Assistants and Caucus Office staff) on March 12, 2012.– Focus group session held with Statutory Office staff on March 23, 2012.
Analyzed feedback from consultations	<ul style="list-style-type: none">– Summary report on findings from focus group sessions completed by March 30, 2012, including a report of all flipchart notes taken during the sessions.– Summary reports of survey findings completed by March 30, 2012.

By March 31, 2013, the House of Assembly Service will have developed an internal communications strategy.

Measure:

Developed an internal communications strategy.

Indicators:

- Prepared and presented a report on findings from the internal communications consultations to the Clerk and other senior executive, and proposed short-term and long-term recommendations.
- Established an advisory committee on internal communications including representatives from all offices/divisions of the House of Assembly Service.
- Reviewed internal communications strategy components and templates, and proposed a template for the House of Assembly Service strategy.
- Developed a draft strategy to be brought forward to the Clerk and senior executive for review and approval.



Discussion of Results:

The consultation strategy on internal communications for employees and internal clients was developed and approved by the Clerk in February 2012. To ensure employees were given adequate opportunity to identify communications issues and concerns, the strategy included two methods of feedback – focus groups and surveys. Not all employees wish to voice opinions in a focus group setting so the survey provided an alternate means of providing feedback.

Two focus group sessions were held with employees of the Office of the Speaker; the Office of the Clerk; Corporate & Members' Services; and Information Management, with a total of 14 employees participating. Employees were asked to register for one of the scheduled focus groups on a voluntary basis. One session was also held with representatives from each of the five Statutory Offices, where each office was invited to send two employees. That session had 9 participants as one office was able to send only one individual.

The survey component of the internal communications consultations included three respondents groups - House of Assembly Service staff; Members, Constituency Assistants and Caucus Office staff; and Statutory Office staff (surveys for each of the groups differed slightly). The surveys were distributed to approximately 300 people in total with an average response rate of 20%.

The consultation process proved to be a successful means of gathering feedback and provided insight into the issues that currently exist. The information gathered will assist in developing an internal communications strategy that is reflective of the needs of employees and responsive to the concerns brought forward.



OPPORTUNITIES & CHALLENGES

The House of Assembly Service is in a unique position to maximize the reach of its public education and outreach efforts and to ensure initiatives are accessible to individuals in all areas of Newfoundland and Labrador regardless of geographic location. In addition to the website, the Legislature has access to its own broadcast channel and the development capabilities of the Broadcast Services section. The House of Assembly broadcast channel is available via major cable providers in most areas of the province, and now runs 24/7 in the areas connected by fibre even when the House is not in Session. The House of Assembly Service recognizes the unique opportunity it has, and the importance of maximizing use of this tool to increase accessibility and reach of education and outreach initiatives.

One of the key responsibilities of the House of Assembly Service is supporting and coordinating the decision-making process of the House of Assembly Management Commission, assisting it to fulfill its mandate as outlined in the *House of Assembly Accountability, Integrity and Administration Act*. Having been established in 2007, the Commission is now into its fifth year of operation making it an ideal opportunity for the House of Assembly Service to review and evaluate the meeting processes and procedures already in place. The House of Assembly Service recognizes the importance of ensuring that the processes and procedures established to support the Commission allow it to operate as efficiently as possible. The challenge is to ensure that any recommended changes to meeting processes and procedures maintain the integrity of the Management Commission.

The House of Assembly Service has carried out significant work toward developing and implementing a strategy for internal communications. Seeking input of employees and internal clients helped to highlight the concerns and issues present and provided insight on possible solutions. The House of Assembly Service must ensure that it capitalizes on this opportunity to build an organization that is informed about and engaged in all aspects of its operations. A challenge moving forward with the development and subsequent implementation of the strategy will be to ensure that an evaluation and feedback component is included. If the strategy is to be effective, it will require consistent evaluation to ensure that it continues to meet the needs of all levels of the organization and that it is adapted as those needs change.



FINANCIAL INFORMATION

Report on the Program Expenditures and Revenues of the Consolidated Revenue Fund
for the Year Ended 31 March 2012 (Unaudited)

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REPORT ON THE PROGRAM EXPENDITURES AND REVENUES OF THE CONSOLIDATED REVENUE FUND

LEGISLATURE
Statement of Expenditure and Related Revenue
FOR THE YEAR ENDED 31 MARCH 2012

	Actual	Estimates	
		Amended	Original
	\$	\$	\$
HOUSE OF ASSEMBLY			
HOUSE OF ASSEMBLY			
CURRENT			
1.1.01. ADMINISTRATIVE SUPPORT			
01. Salaries	1,840,668	1,840,800	1,921,400
02. Employee Benefits	8,444	6,900	7,000
03. Transportation and Communications	48,768	63,500	69,800
04. Supplies	44,888	46,200	46,200
05. Professional Services	188,118	186,200	220,000
06. Purchased Services	72,827	73,500	112,000
07. Property, Furnishings and Equipment	181,848	164,700	180,000
	<u>2,881,618</u>	<u>2,381,800</u>	<u>2,556,400</u>
02. Revenue - Provincial	(1,188)	-	-
Total: Administrative Support	<u>2,880,430</u>	<u>2,381,800</u>	<u>2,556,400</u>
1.1.02. LEGISLATIVE LIBRARY AND RECORDS MANAGEMENT			
01. Salaries	729,606	730,700	731,000
02. Employee Benefits	3,190	3,700	3,700
03. Transportation and Communications	8,466	9,700	16,700
04. Supplies	47,824	59,400	59,400
05. Professional Services	-	200	7,200
06. Purchased Services	22,180	23,900	17,900
Total: Legislative Library and Records Management	<u>811,184</u>	<u>827,600</u>	<u>835,900</u>
1.1.03. HANSARD AND THE BROADCAST CENTRE			
01. Salaries	838,820	640,100	654,100
02. Employee Benefits	1,100	1,100	1,500
03. Transportation and Communications	7,818	9,000	14,000
04. Supplies	6,680	9,000	9,000
05. Professional Services	18,200	18,200	25,000
06. Purchased Services	168,981	184,600	301,700
07. Property, Furnishings and Equipment	228,868	236,300	25,000
Total: Hansard and the Broadcast Centre	<u>1,068,248</u>	<u>1,098,300</u>	<u>1,030,300</u>



REPORT ON THE PROGRAM EXPENDITURES AND REVENUES OF THE CONSOLIDATED REVENUE FUND

LEGISLATURE (CONTINUED)

	Actual	Estimates	
		Amended	Original
	\$	\$	\$
HOUSE OF ASSEMBLY			
HOUSE OF ASSEMBLY			
CURRENT			
1.1.04. MEMBERS' RESOURCES			
01. Salaries	7,045,840	7,051,200	6,174,400
03. Transportation and Communications	14,686	14,800	5,000
05. Purchased Services	16,888	17,100	10,000
09. Allowances and Assistance	1,684,228	2,729,000	2,829,000
	<u>8,660,803</u>	<u>9,812,100</u>	<u>9,018,400</u>
02. Revenue - Provincial	(168,278)	-	-
Total: Members' Resources	<u>8,602,324</u>	<u>9,812,100</u>	<u>9,018,400</u>
1.1.05. HOUSE OPERATIONS			
01. Salaries	287,717	297,800	311,700
02. Employee Benefits	2,760	3,500	9,900
03. Transportation and Communications	47,082	51,600	145,600
04. Supplies	16,384	18,000	20,500
05. Professional Services	240	900	3,900
06. Purchased Services	36,772	39,000	47,000
07. Property, Furnishings and Equipment	780	1,700	1,700
10. Grants and Subsidies	13,287	13,300	13,300
Total: House Operations	<u>412,862</u>	<u>425,800</u>	<u>553,600</u>
1.1.08. GOVERNMENT MEMBERS' CAUCUS			
01. Salaries	715,681	717,200	718,300
02. Employee Benefits	1,004	1,900	2,000
03. Transportation and Communications	22,788	33,200	33,600
04. Supplies	8,459	13,700	14,100
05. Purchased Services	10,846	11,300	11,500
07. Property, Furnishings and Equipment	2,172	4,200	4,400
10. Grants and Subsidies	48,818	49,700	53,300
Total: Government Members' Caucus	<u>808,468</u>	<u>831,200</u>	<u>837,200</u>



REPORT ON THE PROGRAM EXPENDITURES AND REVENUES OF THE CONSOLIDATED REVENUE FUND

LEGISLATURE (CONTINUED)

	Actual	Estimates	
		Amended	Original
	\$	\$	\$
HOUSE OF ASSEMBLY			
HOUSE OF ASSEMBLY			
CURRENT			
1.1.07. OFFICIAL OPPOSITION CAUCUS			
01. Salaries	782,288	802,900	718,300
02. Employee Benefits	4,857	4,900	1,600
03. Transportation and Communications	84,433	66,200	67,000
04. Supplies	10,438	10,700	16,600
05. Purchased Services	36,861	35,700	16,600
07. Property, Furnishings and Equipment	4,681	4,800	3,700
10. Grants and Subsidies	10,138	10,200	10,200
Total: Official Opposition Caucus	812,687	935,400	834,000
1.1.08. THIRD PARTY CAUCUS			
01. Salaries	400,838	401,600	349,500
02. Employee Benefits	848	900	800
03. Transportation and Communications	18,813	22,600	22,200
04. Supplies	7,128	8,000	7,800
05. Purchased Services	3,821	5,100	5,000
07. Property, Furnishings and Equipment	1,776	2,000	1,800
10. Grants and Subsidies	10,138	10,200	10,200
Total: Third Party Caucus	443,762	450,400	397,300
TOTAL: HOUSE OF ASSEMBLY	15,308,285	15,762,600	15,063,100
TOTAL: HOUSE OF ASSEMBLY	15,308,285	15,762,600	15,063,100

Audited financial information will be included in the Annual Report of the House of Assembly Management Commission, to be tabled by the Speaker during the next sitting of the House.