

*House of Assembly  
Newfoundland & Labrador*



*Colonial Building  
1850-1959*

*Confederation Building  
1960-present*



# *2013-14 Annual Performance Report*

*House of Assembly Service*





## ***TABLE OF CONTENTS***

Message from the Speaker	iii
Overview	1
Budget	2
Mandate	3
Lines of Business	4
Vision	6
Mission	6
Highlights and Accomplishments	7
Report on Performance	8
<i>Issue 1: Support to the House of Assembly Management Commission</i>	8
<i>Issue 2: Public Education &amp; Outreach</i>	11
<i>Issue 3: Internal Communications</i>	15
Financial Information	19



## ***MESSAGE FROM THE SPEAKER***

I am pleased to present the House of Assembly Service Annual Performance Report for 2013-2014 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.

This report outlines the major accomplishments toward the objectives outlined in the 2011-14 Business Plan for the 2013-14 fiscal year. These accomplishments highlight the continued dedication and commitment of the employees of the House of Assembly Service, and I would like to take this opportunity to recognize their efforts.

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.

**Honourable Wade Verge, 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 44 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 total expenditures of **\$14,638,684.00** for the 2013-2014 fiscal year, the details of which are noted in the Financial Information section on page 19. Note that the total expenditures for the House of Assembly also include the following activities: Members' Resources; Government Members' Caucus; Official Opposition Caucus; and Third Party Caucus. It does not include the Statutory Offices of the Legislature.

### **Contact Information:**

Office of the Clerk - House of Assembly  
Main Floor, East Block  
Confederation Building  
P.O Box 8700  
St. John's, NL  
A1B 4J6

Telephone: 709-729-3405  
Facsimile: 709-729-4820

Email: [clerkhoa@gov.nl.ca](mailto:clerkhoa@gov.nl.ca)  
Website: [www.assembly.ca](http://www.assembly.ca)



## ***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 all Statutory Offices, excluding the Office of the Auditor General, 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***

In addition to the mandated duties and responsibilities of the House of Assembly Service, significant attention and effort was also directed to several other projects and initiatives during the 2013-14 reporting period.

- Significant work was required by the House of Assembly Service to plan, coordinate and execute the Commonwealth Parliamentary Association Canadian Regional Seminar in October, 2013. This conference is held annually and brings together parliamentarians from each of the provinces and the House of Commons.
- The system that facilitates the production of Hansard for the House of Assembly was replaced.
- Substantial planning and coordination took place during the reporting period toward preparations for hosting the annual conference of the Canadian Council of Public Accounts Committees (CCPAC) and the Canadian Council of Legislative Auditors (CCOLA) in August, 2014. The conference is held annually and brings together members and staff of federal, provincial and territorial Public Accounts Committees, as well as the Auditors General and staff from across the country.



## ***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 was an opportunity to direct focus to other vital areas of its operations, and a review of its lines of business identified three priority areas over the 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.*

**Measure:** 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.

Indicator:	Actual Results:
Reviewed and revised existing resource materials.	<ul style="list-style-type: none"> <li>– <i>Members’ Administration Guide</i> was finalized and approved in October 2011, and a copy of the Guide was distributed to all Members and their Constituency Assistants following the October 2011 General Election.</li> <li>– Electronic versions of the Guide are also available on the House of Assembly website and intranet. These versions are considered “official” and</li> </ul>



	<p>are updated as provisions change.</p> <ul style="list-style-type: none"> <li>– The <i>Members’ Parliamentary Guide</i> was finalized and approved in February 2012, and a copy of the Guide was distributed to all 48 Members prior to the March, 2012 opening of the Legislature.</li> <li>– Electronic versions of this Guide are also available on the House of Assembly website and intranet, which are considered the “official” versions.</li> <li>– Updated versions of both documents are provided to any new Members elected in by-elections as required.</li> </ul>
Reviewed processes and procedures for Commission meetings.	<ul style="list-style-type: none"> <li>– Review and revisions of the House of Assembly Management Commission Policy and Procedures Manual commenced as required. The initial review did not indicate that significant changes were required; therefore focus was directed to other projects and initiatives. The House of Assembly Service will continue to review the Policy and Procedures Manual on a go-forward basis and conduct any revisions as necessary.</li> </ul>
Implemented, as necessary, new processes and procedures.	<ul style="list-style-type: none"> <li>– As a result of the review of the Policy and Procedures manual of the Commission, there were no new processes and procedures to implement during the reporting period.</li> </ul>

**Objective:**

*By March 31, 2014, the House of Assembly Service will have implemented, as necessary, new processes or procedures identified.*

**Measure:**

Implemented, as necessary, new processes or procedures identified.



Indicator:	Actual Results:
Proposed changes based on consultations with the Chair and Secretary to the Commission and other House of Assembly Service staff as required.	As a result of the initial review of the policies and procedures of the Commission, no significant changes were required. The House of Assembly Service continues its mandate to provide support to the operations of the House of Assembly Management Commission and will always be seeking more efficient ways to carry out that mandate. Any revisions to policies and procedures of Commission operations will be made as required on a go-forward basis.
Proposed changes brought forward to the Commission as required, and necessary revisions made to Commission policy and procedures documents.	
Changes to policies and procedures communicated as necessary.	

**Discussion of Results:**

A tremendous amount of work was carried out by the House of Assembly Service to ensure that necessary resource materials for Members and their staff were completed prior to deadlines associated with the General Election in October, 2011; and the opening of the House of Assembly for the General Assembly in March, 2012. 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. Print copies of both documents are provided to all Members and are also posted to the House of Assembly website and intranet.

A review of the policies and procedures of the House of Assembly Management Commission commenced during the reporting period. The initial review did not indicate that significant changes were required; therefore focus was directed to other projects and initiatives. The House of Assembly Service will continue to review the Policy and Procedures Manual on a go-forward basis and conduct any revisions as necessary.



**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 help to build confidence and trust in elected officials and the legislative processes that exist.

**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.*

**Measure:** 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.

Indicator:	Actual Results:
Reviewed and evaluated the current outreach strategy.	<ul style="list-style-type: none"> <li>– Meetings and discussions were held with officials in the Department of Education has allowed the House of Assembly Service to obtain information with respect to potential target grade levels and linkages of the Legislature outreach strategy to student curriculum. The House of Assembly Service will use this information to help guide refinement of its outreach strategy on a go-forward basis.</li> <li>– The House of Assembly Service conducted research on potential designs for all public reports and publications of the Legislature. A design was developed and approved and is now being utilized for all external publications.</li> <li>– A report was submitted to the Clerk in March, 2013 on the process for public tour offerings, review of issues and challenges, and go-forward recommendations for improvements.</li> <li>– A review of its communication and outreach tools commenced, but did not progress as anticipated due to other</li> </ul>



	<p>mandated commitments and unforeseen operational requirements. The House of Assembly Service recognizes the importance of this work, and has included a commitment to conduct a review of its primary communication and outreach tool, the House of Assembly website, in the upcoming planning cycle.</p>
<p>Identified and developed additional content for House of Assembly channel and website.</p>	<ul style="list-style-type: none"><li>– Implementation plan for additional House of Assembly channel and website content received final approval in March, 2012.</li><li>– Content of various print informational brochures was incorporated on the website and went live in March, 2012.</li><li>– Glossary of parliamentary terms was prepared for the website and broadcast channel and went live in March, 2012.</li></ul>
<p>Developed new materials to support public tours of the House of Assembly.</p>	<ul style="list-style-type: none"><li>– Consulted with the Speaker of the House of Assembly to gain feedback and recommendations on possible elements to add to tour offerings.</li><li>– Held discussions with staff of the Protocol Office in February 2013 to discuss any issues with current tour process and possible solutions.</li><li>– Held exit interviews in August 2012 with outgoing summer students who offer public tours to discuss ways to improve tour offerings.</li><li>– While a report including go-forward recommendations for improvements to public tours was completed in March, 2013, work toward implementing the recommendations, including development of new materials to support the tours, did not commence as anticipated due to other mandated commitments and unforeseen operational requirements.</li></ul>



**Objective:**

*By March 31, 2014, the House of Assembly Service will have reviewed and evaluated the current outreach strategy.*

**Measure:** Reviewed and evaluated the current outreach strategy.

Indicator:	Actual Results:
Conducted a review of communication and outreach tools available to the House of Assembly Service and identified potential areas of improvement to maximize use and impact.	<ul style="list-style-type: none"> <li>– While work commenced on this during the reporting period, it did not progress as anticipated due to other mandated commitments and unforeseen operational requirements.</li> <li>– The House of Assembly Service recognizes the importance of this work, and has included a commitment in the upcoming reporting cycle, to conduct a review and make improvements as necessary to its primary communication and outreach tool, the House of Assembly website,</li> </ul>
Developed a plan to ensure consistency in look, presentation and messaging of all communication and outreach tools.	<ul style="list-style-type: none"> <li>– The House of Assembly Service conducted research on potential designs for all public reports and publications of the Legislature. A design was developed and approved and is now being utilized for all public reports.</li> <li>– The House of Assembly Service had hoped to look at ways it could incorporate these design aspects into its other communication tools (e.g. website, intranet, broadcast channel), but work on this did not progress as anticipated during the reporting period. The House of Assembly Service will continue this work on a go-forward basis to ensure consistency of look among its various communication channels</li> </ul>
Consulted with the Department of Education to identify potential target grade levels and ensure linkages to student curriculum.	<ul style="list-style-type: none"> <li>– Meetings were held with officials in the Department of Education which included discussions on potential target grade levels and linkages of the</li> </ul>





Indicator:	Actual Results:
	Legislature outreach strategy to student curriculum. The House of Assembly Service will use this information to help guide refinement of its outreach strategy in the future.

**Discussion of Results:**

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 potential additional content for both the website and the channel on a go-forward basis.

The House of Assembly Service also made significant progress in the area of Public Education and Outreach. Public tours have been a long-standing outreach initiative of the House of Assembly and it was felt a review of the current process for public tours was needed to identify potential areas for improvement. The review included informal consultation with the Speaker of the House of Assembly, exit interviews with summer students responsible for conducting tours, and meetings with the Protocol Office of Executive Council who are responsible for organizing tours on behalf of the House of Assembly.

The review process provided valuable information to help inform and guide improvements. The feedback gave the House of Assembly Service insight with respect to potential topics and areas of focus and provided suggestions for supplementary materials to complement the tour offerings as we move forward. While work did not commence on the development of additional materials to support the tours, significant work was undertaken during the reporting period on researching and documenting the history of governance in Newfoundland and Labrador. This will be used to support future outreach initiatives.

The House of Assembly Service also made significant progress toward reviewing and evaluating its current communications and outreach strategy. Meetings and discussions were held with officials in the Department of Education which allowed the House of Assembly Service to obtain valuable information to help guide refinement of its student outreach strategy on a go-forward basis. Significant research and work was also conducted on potential designs for all public reports and publications of the Legislature, with an approved design now being utilized for all external reports. On a go-forward basis, the House of Assembly Service will continue to explore ways it can incorporate aspects of this design into its other communication tools to ensure consistency.



**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. Development of an internal communications strategy for the House of Assembly provides effective, accessible internal communication tools, builds strong relationships and ensures that employees and internal clients are better informed on all issues.

**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.*

**Measure:** 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.

Indicator:	Actual Result:
Consultations held with employees and internal clients.	<ul style="list-style-type: none"> <li>– Strategy for consultation process developed and approved in February, 2012.</li> <li>– Survey sent to all House of Assembly Service staff in February, 2012; and all internal clients in March, 2012.</li> <li>– Two focus group sessions held with House of Assembly Service staff in March, 2012, and one held with staff of Statutory Offices, also in March, 2012.</li> <li>– Report on the findings of internal consultation process presented to the Clerk and senior executive in April, 2012.</li> </ul>
Internal communications strategy developed.	<ul style="list-style-type: none"> <li>– Advisory committee on internal communications established with a representative from each office/division in the House of Assembly Service. First meeting of the</li> </ul>



Indicator:	Actual Result:
	<p>committee held in June, 2012, with meetings continuing periodically throughout the reporting period.</p> <ul style="list-style-type: none"> <li>- Various components and templates presented to the advisory committee during Fall 2012, with in depth discussions on pros, cons and how various elements would fit the organization. By December 2012, Committee had determined and finalized the proposed template for the strategy.</li> <li>- Advisory Committee continued work on the draft strategy with various meetings and working sessions held to discuss strategy elements.</li> <li>- Draft strategy presented to the Clerk and senior management for initial review and feedback on March 28, 2013.</li> </ul>
Internal communications strategy implementation commenced.	<ul style="list-style-type: none"> <li>- Implementation of the internal communications strategy did not commence as anticipated due to work associated with sittings of the Legislature, other mandated commitments of the House of Assembly Service, and unforeseen operational requirements.</li> </ul>

**Objective:**

By March 31, 2014, the House of Assembly Service will have begun implementation of an internal communications strategy.

**Measure:** Commenced implementation of the internal communications strategy.

Indicator:	Actual Result:
Reviewed and discussed draft strategy with senior executive, and incorporated feedback into the strategy as required.	<ul style="list-style-type: none"> <li>- While an internal communications strategy was drafted and presented, work on the implementation of the</li> </ul>



Indicator:	Actual Result:
Conducted focus groups with staff to review the strategy and discuss potential issues and solutions.	strategy did not commence as anticipated during the reporting period. Various factors contributed to this including work associated with sittings of the Legislature, other mandated commitments of the House of Assembly Service, and unforeseen operational requirements.
Finalized the strategy and presented to the Clerk for final approval.	
Developed implementation plan and commenced implementation of the strategy once final approval received.	

### Discussion of Results:

The House of Assembly Service made significant progress during the planning cycle toward the development of its internal communications strategy. It commenced with the development and execution of a consultation strategy for employees and internal clients which included focus group sessions and a survey. Two voluntary focus group sessions were held with employees of the House of Assembly Service, with a total of 14 employees participating. Another session was held with representatives from each of the five Statutory Offices, which included 9 participants. 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%.

Another key step during the development of the internal communications strategy was the establishment of an advisory committee which included staff of each of the Offices and Divisions of the House of Assembly Service. The committee was tasked with developing a draft strategy based on the feedback from staff focus groups and surveys, as well as the analysis completed by the committee. The committee established guiding principles for its work and identified goals and objectives for the internal communications strategy. This provided a mechanism for the committee to assess its progress. The committee also drafted the various components of the strategy which included an analysis of the internal audience; identification of the roles and responsibilities of each audience segment; analysis of internal communication tools accessible to the House of Assembly Service; as well as action planning tools and templates to support the implementation of the strategy.

A draft internal communications strategy was presented to the Clerk and senior management in March, 2012. The House of Assembly Service had expected to commence the implementation of the strategy prior to the end of the 2011-14 planning cycle. This work did not progress as anticipated due to various factors including work



associated with sittings of the Legislature, other mandated commitments of the House of Assembly Service, and unforeseen operational requirements.



## FINANCIAL INFORMATION

### Report on the Program Expenditures and Revenues of the Consolidated Revenue Fund for the Year Ended 31 March 2014 (Unaudited)

REPORT ON THE PROGRAM EXPENDITURES AND REVENUES OF THE CONSOLIDATED REVENUE FUND 69

#### LEGISLATURE (CONTINUED)

	Actual	Estimates	
		Amended	Original
	\$	\$	\$
<b>HOUSE OF ASSEMBLY</b>			
<b>HOUSE OF ASSEMBLY</b>			
<i>CURRENT</i>			
<b>1.1.04. MEMBERS' RESOURCES</b>			
01. Salaries	6,392,564	6,401,000	6,556,900
03. Transportation and Communications	2,781	5,000	5,000
06. Purchased Services	1,927	10,000	10,000
09. Allowances and Assistance	1,668,520	2,365,600	2,365,600
10. Grants and Subsidies	1,259	1,400	1,400
	<u>8,067,051</u>	<u>8,783,000</u>	<u>8,938,900</u>
02. Revenue - Provincial	(63,917)	-	-
<b>Total: Members' Resources</b>	<u>8,003,134</u>	<u>8,783,000</u>	<u>8,938,900</u>
<b>1.1.05. HOUSE OPERATIONS</b>			
01. Salaries	292,640	293,300	266,900
02. Employee Benefits	2,850	9,900	9,900
03. Transportation and Communications	62,906	145,500	145,500
04. Supplies	9,408	17,500	17,500
05. Professional Services	-	3,900	3,900
06. Purchased Services	53,240	76,600	76,600
07. Property, Furnishings and Equipment	540	1,700	1,700
10. Grants and Subsidies	13,336	13,400	13,400
	<u>434,920</u>	<u>561,800</u>	<u>535,400</u>
02. Revenue - Provincial	(7,434)	(15,000)	(15,000)
<b>Total: House Operations</b>	<u>427,486</u>	<u>546,800</u>	<u>520,400</u>
<b>1.1.06. GOVERNMENT MEMBERS CAUCUS</b>			
01. Salaries	632,621	646,800	632,800
02. Employee Benefits	1,123	1,800	1,800
03. Transportation and Communications	15,928	24,900	24,900
04. Supplies	8,992	12,700	12,700
06. Purchased Services	3,314	10,500	10,500
07. Property, Furnishings and Equipment	580	3,500	3,500
10. Grants and Subsidies	46,757	46,800	46,800
<b>Total: Government Members Caucus</b>	<u>709,315</u>	<u>747,000</u>	<u>733,000</u>



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

LEGISLATURE (CONTINUED)

	Actual	Estimates	
		Amended	Original
	\$	\$	\$
<b>HOUSE OF ASSEMBLY</b>			
<b>HOUSE OF ASSEMBLY</b>			
<i>CURRENT</i>			
<b>1.1.07. OFFICIAL OPPOSITION CAUCUS</b>			
01. Salaries	890,592	968,900	918,800
02. Employee Benefits	3,435	3,500	2,000
03. Transportation and Communications	55,300	63,200	70,000
04. Supplies	18,612	18,700	16,800
06. Purchased Services	19,794	20,300	16,900
07. Property, Furnishings and Equipment	1,928	3,800	3,800
10. Grants and Subsidies	11,354	11,400	10,700
<b>Total: Official Opposition Caucus</b>	<b>1,001,015</b>	<b>1,089,800</b>	<b>1,039,000</b>
<b>1.1.08. THIRD PARTY CAUCUS</b>			
01. Salaries	466,618	466,700	450,400
02. Employee Benefits	1,101	1,400	1,400
03. Transportation and Communications	24,314	25,700	25,700
04. Supplies	7,197	7,800	11,800
05. Professional Services	5,000	5,000	-
06. Purchased Services	9,704	10,400	10,000
07. Property, Furnishings and Equipment	80	1,100	2,500
10. Grants and Subsidies	10,687	10,700	10,700
<b>Total: Third Party Caucus</b>	<b>524,701</b>	<b>528,800</b>	<b>512,500</b>
<b>TOTAL: HOUSE OF ASSEMBLY</b>	<b>14,638,684</b>	<b>15,859,700</b>	<b>15,571,900</b>
<b>TOTAL: HOUSE OF ASSEMBLY</b>	<b>14,638,684</b>	<b>15,859,700</b>	<b>15,571,900</b>

***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.***