

Attachment 3

Summary of research: Legislative Assembly of Ontario, House of Commons, and six Canadian municipalities

Jurisdiction	Context	Budget	Allowable Expenses	Policy Approval and Disclosure
Legislative Assembly of Ontario	103 Members of Provincial Parliament	<p>\$254,200 Global Office Support and Communications Budget with set envelopes within budget total:</p> <ul style="list-style-type: none"> - staff salaries (\$168,850) - constituency office accommodation (\$23,420) - office operations and supplies (\$32,250) - communications (\$29,680) <p>Northern members and ridings of Sudbury, Sault Ste. Marie and Nipissing receive greater budgets.</p> <p>Ministers, Parliamentary Assistants and the Opposition Leaders are allowed additional expenses under separate policy and budget.</p>	<p>List of allowable expenses related to constituency office accommodation, support staff salaries, office operations and office supplies and communications.</p> <p>Non-allowable expenses include:</p> <ul style="list-style-type: none"> - hospitality (except refreshments for meetings and \$500 for hospitality in the Legislative Assembly Dining Room) - alcohol - gifts - works of art - vehicles - stereos/radios/musical instruments - bar supplies and equipment - expenses of a partisan, political or personal nature (e.g. funeral flowers) 	<ul style="list-style-type: none"> - The Board of Internal Economy (BOIE) establishes, implements and controls financial policies applicable to the Legislative Assembly - BOIE chaired by Speaker and includes members of all parties. Members appointed by party caucus. - Questions on policy are first referred to Director of Financial Services, then Executive Director of Administration Services, and then Clerk of the Assembly. Issues are escalated to the Speaker or the BOIE. In most cases, issues are resolved between Director of Financial Services and Caucus Administrator. - Ontario Auditor General reviews expense claims of elected officials and prepares annual report. - Ministers, Parliamentary Assistants and the Opposition Leaders are subject to additional legislation and policies under the <i>Cabinet Ministers' and Opposition Leaders' Expense Review and Accountability Act, 2002</i>. Expenses are reviewed by provincial Integrity Commissioner.

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House of Commons	308 Members of Parliament	<p>\$268,300 Member Budget, with supplements based on certain factors (population density, geographical area of riding, distance from Ottawa etc.)</p> <p>Ministers receive additional allowances.</p> <p>Global budget of \$268,300 with limits on categories of expenses:</p> <ul style="list-style-type: none"> - Advertising up to 10% - Miscellaneous up to 3% - Furniture and equipment \$5,000 - Travel \$24,000 	<ul style="list-style-type: none"> - Staff salaries and non-salary expenses related to constituency office leases, supplies, communications etc. - Cannot be used for gifts exceeding \$100, sponsorship of events, groups or causes. 	<ul style="list-style-type: none"> - Board of Internal Economy (BOIE) approves all financial and administrative matters respecting Members of the House of Commons - BOIE is chaired by Speaker and includes 2 members of Privy Council, Leader of Opposition (or rep) and members from all parties. - Pro-active disclosure of travel and hospitality expenses for government officials, ministers and parliamentary assistants on the internet.
City of Ottawa	Mayor and 23 full-time Councillors	\$36,089.04 office budget and \$182,333 staff salary budget	<ul style="list-style-type: none"> - List of allowable expenses set out in Councillor's Office Manual 	<ul style="list-style-type: none"> - Member Services Sub-Committee consisting of five Members have jurisdiction regarding expenditures of Councillors.
City of Hamilton	Mayor and 15 full-time Councillors	<p>Councillors with slightly different ward budget dependent on population, inner vs. outer city wards, geographical areas etc.</p> <p>Average approx. \$180,000 for both salary and non-salary expenses.</p>	<ul style="list-style-type: none"> - List of allowable expenses under general context and intent, e.g. on hospitality, the policy permits "reasonable expenses associated with the entertainment of business contacts" 	<ul style="list-style-type: none"> - Policy for eligible expenses written by a Councillor based on recommendations of a Citizen Committee - The Corporate Administration Standing Committee has final jurisdiction over expense claims

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City of Edmonton	Mayor + 12 full-time Councillors	Ward budget of \$88,257 pays for salary and non-salary expenditures: <ul style="list-style-type: none"> - \$44,933 to \$56,566 for salaries - \$23,500 for non-salaries with soft targets for 5 expenditure categories. 	General list of categories with target envelopes: <ul style="list-style-type: none"> - \$2,500 travel & training - \$1,000 promotional items - \$1,000 hosting and tickets - \$4,000 ward communications - \$15,000 research and Councillor issues Expense policy posted on-line	<ul style="list-style-type: none"> - Council Services Committee make final decision on interpretation of policy
City of Calgary	Mayor + 14 full-time Councillors	Ward budget of \$145,385 includes salaries and non-salary expenditures. Limit of \$12,000 for business expenses and \$10,000 for travel.	<ul style="list-style-type: none"> - Budget divided into five accounts with general guidelines for each account: <ul style="list-style-type: none"> o Assistants' salaries o Communications, research and office support o Business expenses o Travel o Courses and seminars 	<ul style="list-style-type: none"> - Aldermanic Office Co-ordinating Committee comprised of 3 to 5 alderman - Office expenses posted quarterly on internet
City of Vancouver	Mayor + 10 Councillors elected for entire City (no wards) Councillors not full-time	Local expense fund which is 10% of Member remuneration (2007 remuneration is \$53,902.35, with local expense fund at \$5,390) Additional shared budget for travel and office furniture.	<ul style="list-style-type: none"> - Councillors do not employ office staff - Allowable spending in by-law include parking, meals related to attendance at meetings, admission to cultural and community events, communication, educational purposes etc. 	<ul style="list-style-type: none"> - Remuneration and expense for Council Members provided by by-law

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City of Halifax	Mayor + 23 Councillors	No individual ward budget for Councillors and no individual Councillor staff	Global pooled budget of \$300,000 for travel, advertising and conferences for all Councillors.	Employment Expense Reimbursement Policy applies to both Councillors and City staff.