



LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA

2024 POST-ELECTION GUIDE FOR MEMBERS OF THE LEGISLATIVE ASSEMBLY **RE-ELECTED**



Version 2
Issued on October 17, 2024

Contents

1. Message from the Clerk of the Legislative Assembly	3
2. Updates to the Post-Election Guide	4
3. Members' Basic Compensation and Benefits	5
4. Members' Allowances, Expenses, and Resources	6
5. Constituency Office Operations	7
6. Legislative Office Operations	8

1. Message from the Clerk of the Legislative Assembly

On behalf of the Legislative Assembly Administration, I wish to congratulate you on your re-election to the 43rd Parliament of the Legislative Assembly of British Columbia!

This Guide is intended to assist **Members re-elected** in the 43rd provincial general election by consolidating key information and guidelines relating to the transition that will be triggered at dissolution. This Guide provides information at a high level and is intended to serve as a “frequently asked questions” document. More detailed information is available on the Members’ Guide to Policy and Resources website at <http://members.leg.bc.ca> and through the [Client Care Portal](#).

To assist with the transition process, a series of guides are being issued to streamline information to assist Members and their staff as may be relevant to their circumstances. These are:

- ❖ Transition Guide for Members Seeking Re-election;
- ❖ Transition Guide for Members Not Seeking Re-election;
- ❖ Post-election Guide for Members Re-elected;
- ❖ Post-election Guide for Members Not Returning;
- ❖ Dissolution Guide for Caucuses.

For any assistance, Members are encouraged to connect with Client Care. The team will either look after the query or will connect Members and their staff with the appropriate support or services available through the Legislative Assembly Administration. Another key point of contact is the IT Service Desk for any queries relating to devices, equipment, and records management.

If Members have matters that they would like to discuss in confidence, they are invited to connect with the transition executive lead, Artour Sogomonian, Clerk Assistant, Parliamentary Services (Artour.Sogomonian@leg.bc.ca or 250-952-0615) or me (Kate.Ryan-Lloyd@leg.bc.ca or 250-356-2895). It would be our pleasure to assist you.

Kate Ryan-Lloyd
Clerk of the Legislative Assembly

KEY CONTACTS

Client Care
ClientCare@leg.bc.ca | 250-356-9091

IT Service Desk
ServiceDesk@leg.bc.ca | 778-401-6323

2. Updates to the Post-Election Guide

Version 1 of this Post-Election Guide was issued on June 29, 2024. Version 2 was issued on October 17, 2024. Version 2 reflects the following change:

Section 5, a process clarification is provided for the completion of the constituency office inventory (a form has been substituted with a digital process).

Section 6, information is provided on parking allocation on the Legislative Precinct, a process that will be administered by Client Care.

3. Members' Basic Compensation and Benefits

Basic Compensation

Basic compensation will continue for re-elected Members without interruption.

Additional Allowances

Pursuant to the *Members Remuneration and Pensions Act* (R.S.B.C. 1996, c. 257), Members holding certain parliamentary or Executive Council responsibilities are provided an allowance in addition to their basic compensation. Amounts in respect of these additional responsibilities are available on the [Members' Guide to Policy and Resources website](#). If a Member holds two or more positions for which an additional allowance is provided, the Member will receive only the higher amount.

As noted below, the effective date for compensation is dependent upon the position for which an additional allowance is provided.

- ❖ For the Premier, Ministers, and Ministers of State, compensation continues uninterrupted until a new Executive Council is appointed.
- ❖ For the Speaker of the 42nd Parliament, compensation continues uninterrupted until a new Speaker is elected by the Legislative Assembly.
- ❖ For the following positions, compensation begins on the date a motion of appointment is adopted by the Legislative Assembly or by a parliamentary committee (as the case may be):
 - Deputy Speaker;
 - Assistant Deputy Speaker;
 - Deputy Chair, Committee of the Whole;
 - Chair of a select standing committee or a special committee;
 - Deputy Chair of a select standing committee or a special committee.
- ❖ For the following positions, compensation begins on the date of appointment:
 - Caucus Chair;
 - Caucus Whip;
 - Deputy Caucus Whip;
 - Government House Leader (if not a Cabinet Minister);
 - House Leader of a recognized opposition party;
 - Leader of the Official Opposition;
 - Leader of a recognized opposition party other than the Official Opposition;
 - Parliamentary Secretary.

Benefits

Benefits coverage and applicable deductions for benefits plans previously chosen by Members will continue without interruption.

4. Members' Allowances, Expenses, and Resources

Capital City Living Allowance

Members have continued access to the Capital City Living Allowance without interruption. If Members wish to change their Capital City Living Allowance option, they may do so by contacting Client Care.

Constituency Office Allowance

Members have uninterrupted access to their prorated constituency office allowance. New discretionary expenses should not be initiated until the election results have been certified (anticipated to be November 5, 2024), and new expenses in DocuWare and the travel claim system will be processed as of this date.

Members' Travel Expense Allowance

The quarter 3 allowance will be prorated to begin on October 19, 2024 to December 31, 2024.

Members' Travel

Members will be reimbursed for Member-related travel occurring on or after October 19, 2024; however, reimbursement will not be processed until the election results have been certified.

Members' Travel Card

The Bank of Montreal Corporate Travel MasterCard will be reactivated once the election results have been certified. Members should use a personal credit card and retain receipts for reimbursement of valid expenses for Legislative Assembly business incurred after final voting day.

Information Technology Devices

Members who use a personal mobile communication device (or other device not provided through the Legislative Assembly corporate account) for Legislative Assembly business may submit the associated bills for reimbursement for charges incurred after final voting day (October 20, 2024 onward).

Members' Legislative Assembly-issued IT devices will be refreshed in accordance with [Policy 7405 – IT Resource Allocation for Members and Employees of a Member or Caucus](#).

5. Constituency Office Operations

Constituency Office Lease

The 43rd provincial general election will mark a change in how the Legislative Assembly manages constituency office leases, following new parameters set by the Legislative Assembly Management Committee in 2024. The electoral district boundary changes coming into effect at the 43rd provincial general election will result in some existing constituency offices not being suitable for continued use following the election due to their location.

In 2023, Members were asked to complete a constituency office condition assessment to assist with an evaluation of whether an existing constituency office is suitable for continued use as a constituency office. These assessments will inform decisions on whether the Legislative Assembly Administration will enter into negotiations with a landlord on the continued use of the space.

Client Care will communicate with the Member to provide any information that is relevant to their circumstances to determine whether an existing lease is continued or if a new constituency office space will be sought.

Constituency Office Inventory

Members must complete a constituency office inventory no later than November 29, 2024, by using the *Constituency Office Inventory SharePoint List* available in the Member's Shared Folder. This inventory must be sent to Client Care once completed.

Constituency Office Staff

Members not affiliated with the BC NDP Caucus must enter into a new employment contract with constituency office staff using the template provided by the Legislative Assembly Administration, which may be accessed through Client Care. The signed employment contract must be submitted to Client Care to ensure proper and timely payroll processing. Constituency office staff of Members affiliated with the BC NDP Caucus are subject to recall provisions of the collective agreement.

Start-up Funding & Office Furnishing and Equipment Funding

After a provincial general election, start-up funding is provided to returning Members to cover costs associated with setting up a consistency office. It is intended to cover the cost of office supplies, and small items such as lamps and garbage cans, artwork, and plants not included in the inventory of office furniture and equipment. Each Member will receive a \$2,000 top-up to their constituency office allowance for this purpose.

Returning Members with an uninterrupted term of service of more than three Parliaments will receive a furnishings and equipment replenishment allowance of \$10,000. Any unspent portion of the allowance carries forward and is available for future use.

6. Legislative Office Operations

Legislative Office

Re-elected Members may be assigned a different legislative office within the Parliament Buildings and be required to move. Office space allocated to each caucus may be reassigned based on party standings after the provincial general election. The process will be administered by Precinct Services with support provided for any moves. Members' personal belongings must be adequately packaged by the Member in preparation for the move.

Parking on the Legislative Precinct

Re-elected Members may be assigned a parking space on the Legislative Precinct in accordance with the [Legislative Precinct Parking Policy](#). Parking is treated as a taxable benefit. The parking opt-in/opt-out process will be administered by Client Care.