

**Office of the Commissioner for  
Federal Judicial Affairs Canada**

**Quarterly Financial Report  
for the quarter ended  
June 30<sup>th</sup>, 2014**

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Canada

**Statement outlining results, risks, and significant changes in  
operations, personnel, and program**

**1. Introduction**

This Quarterly Financial Report (QFR) has been prepared by management as required by section 65.1 of the *Financial Administration Act* and in the form and manner prescribed by the Treasury Board Accounting Standard 1.3. This QFR should be read in conjunction with the *Main Estimates* and *Supplementary Estimates*. It has not been subject to an external audit or review.

**1.1 Mandate**

The Office of the Commissioner for Federal Judicial Affairs (FJA) Canada was created in 1978 under the authority of the *Judges Act* to safeguard the independence of the Judiciary and to put federally appointed judges at arm's length from the administration of the Department of Justice. It exists to promote better administration of justice and focuses its efforts on providing a sound support role to the federal judiciary.

It administers three distinct and separate components that are funded from different sources. Statutory funding is allocated for the judges' salaries, allowances and annuities, and surviving beneficiaries' benefits. Voted appropriations are provided in two separate votes to support the administrative activities of FJA and the Canadian Judicial Council (CJC).

The administration of FJA is structured to reflect the distinctiveness of its role in supporting federal judicial activities. Under the Program Alignment Architecture, in addition to Internal Services, the organization is broken down into three programs: payments pursuant to the *Judges Act*, CJC, and FJA. FJA's organizational priorities are improved financial control framework, improved performance reporting, human resources and succession planning, and information management.

Further details about FJA's authority, mandate, and programs can be found below and in FJA's *Report on Plans and Priorities* (RPP) and *Main Estimates* located on FJA's and the Treasury Board websites at [www.fja-cmf.gc.ca](http://www.fja-cmf.gc.ca) and [www.tbs-sct.gc.ca](http://www.tbs-sct.gc.ca).

**1.2 Basis of Presentation**

This QFR has been prepared by management using an expenditure basis of accounting. The accompanying Statement of Authorities includes FJA's spending authorities granted by Parliament and those used by the department consistent with the *Main Estimates* and *Supplementary Estimates A* for both the 2013-14 and the 2014-15 fiscal years. This QFR has been prepared using a special purpose financial reporting framework designed to meet financial information needs with respect to the use of spending authorities.

**Office of the Commissioner for Federal Judicial Affairs Canada**  
**Quarterly Financial Report**  
**For the quarter ended June 30<sup>th</sup>, 2014**

The authority of Parliament is required before moneys can be spent by the Government. Approvals are given in the form of annually approved limits through appropriation acts or through legislation in the form of statutory spending authority for specific purposes.

When Parliament is dissolved for the purposes of a general election, section 30 of the *Financial Administration Act* authorizes the Governor General, under certain conditions, to issue a special warrant authorizing the Government to withdraw funds from the Consolidated Revenue Fund. A special warrant is deemed to be an appropriation for the fiscal year in which it is issued.

FJA uses the modified accrual method of accounting to prepare and present its annual departmental financial statements that are part of the departmental performance reporting process. However, the spending authorities voted by Parliament remain on an expenditure basis.

## **2. Highlights of fiscal quarter and fiscal year to date (YTD) results**

FJA is financed by the Government through Parliamentary Appropriations (e.g. Statutory Votes for payments pursuant to the *Judges Act* and Employee Benefits Plans (EBP) and Budgetary Votes to support the administration of FJA and CJC).

Vote-netting is a means of funding selected programs or activities wherein Parliament authorizes FJA to apply revenues collected towards costs directly incurred for specific activities. FJA has the authority to spend revenues received during the year arising from the provision of administrative services.

### **Changes to Departmental Authorities**

As at June 30, 2014 the total authorities provided to FJA increased by \$14 million compared with the same quarter last fiscal year. This net increase is comprised of:

- An increase of \$13.3 million in statutory authorities for judges salaries, allowances and annuities;
- An increase in FJA's operating expenditures (frozen allotment) of \$700k for legal obligations;
- An increase in FJA's personnel expenditures of \$106k for collective agreement adjustments; and
- A decrease in EBP statutory authorities of \$119k.

**Office of the Commissioner for Federal Judicial Affairs Canada**  
**Quarterly Financial Report**  
**For the quarter ended June 30<sup>th</sup>, 2014**

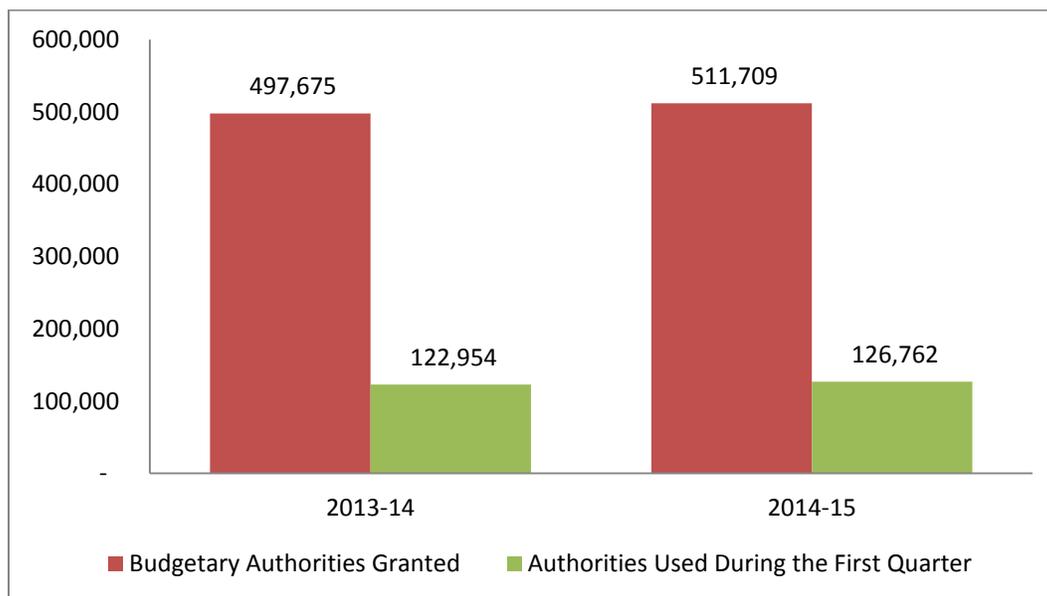
**Changes to Budgetary Expenditures**

Overall, FJA's quarterly and year-to-date budgetary expenditures are consistent with that of the previous fiscal year. As at June 30, 2014 the department's total net budgetary expenditures increased by 3% (\$3.8 million) compared with the same quarter last fiscal year. This variance is comprised of:

- A net increase of 4% (\$4.6 million) in Personnel expenditures (including EBP and judges' salaries, annuities, and surviving beneficiaries' benefits issued pursuant to the *Judges Act*); and
- An overall net decrease of 8% (\$0.8 million) for all other non-salary expenditures.

The Government of Canada implemented payment in arrears in 2014-15 for all employees paid on a bi-weekly basis. In May 2014 a one-time transition payment was issued to employees who are paid every two weeks on a 'current' basis. This \$185k payment was charged against FJA's appropriation and is included in the net increase in Personnel expenditures noted above.

Figure 1: Comparison of Authorities Granted and Used



The chart illustrates the variation in thousands of dollars of the annual budgetary authorities granted and used as at June 30, 2013 and 2014.

As at June 30, 2013 and 2014, FJA planned to spend \$497,675,214 in 2013-14 and \$511,708,846 in 2014-15. Authorities used during the first quarter totalled \$126,762,002 in 2013-14 and \$122,954,249 in 2014-15.

### ***3. Risks and Uncertainties***

FJA's environment is complex due to the range of services it provides and the large number of clients served. Recognizing this context, FJA has developed a risk profile and actively monitors internal and external risks through its management team. Concise information about significant financial risks and uncertainties, the potential impact to FJA's 2014-15 financial plan and the strategies adopted to manage these financial risks and uncertainties are briefly outlined below. Further detail about FJA's internal and external risks can be found in FJA's 2014-15 RPP.

This QFR reflects the results of the current fiscal period in relation to the *Main Estimates* for which full supply was released on June 20, 2014 and *Supplementary Estimates A*.

FJA continues to operate within its existing reference levels, which have remained relatively constant for several years. The lack of new funding and the focus on addressing gaps and deficiencies at the operating level has limited FJA's ability to make investments in new strategic priorities. FJA has responded to these challenges by reallocating internal resources and identifying efficiencies, however, the ability to continue to do so is limited.

At the request of the Minister of Justice pursuant to section 74(1) (d) of the *Judges Act* during 2014-15 this office is again responsible for administering the process for the appointment of a Supreme Court of Canada judge. We have administered the last four processes and have incurred substantial expenditures for which supplementary funding was requested and, on one occasion, was provided. As a small department with limited funding capacity reallocation of resources to fund this important initiative remains a serious challenge and impacts our ability to fund other priorities of the Department. The estimated budget for this initiative has been set at \$325K for the current fiscal year.

### ***4. Significant changes in relation to operations, personnel and programs***

Two budgetary changes are expected in relation to operations, personnel and programs for the coming year. One change concerns the increased number of judicial appointments, pensioners, and statutory expenditures for judges' salaries. The second change concerns increased expenditures for legal obligations for which FJA received \$700k in funding for both 2013-14 and 2014-15.

**Office of the Commissioner for Federal Judicial Affairs Canada**  
**Quarterly Financial Report**  
**For the quarter ended June 30<sup>th</sup>, 2014**

**5. Budget 2012 Implementation**

FJA was not affected by the strategic and operating reviews. Therefore, there were no new or renewed initiatives and savings measures announced in Budget 2012 that implicated FJA. FJA pursued a range of initiatives to ensure the renewal of legacy systems and alignment with government-wide process and systems. However, as mentioned above FJA has a limited funding capacity. Workload demand for FJA services is increasing in line with demographic changes in the client base, which brings additional operational requirements. For example, the funding necessary to support the additional 2014-15 Supreme Court of Canada appointment process requires reallocation of existing resources.

**6. Approval by Senior Officers**

Approved by:

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William A. Brooks  
Commissioner  
*Ottawa, Canada*  
Date: August 30, 2014

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Nicole Sayed  
Chief Financial Officer  
*Ottawa, Canada*  
Date: August 30, 2014

Office of the Commissioner for Federal Judicial Affairs Canada  
 Quarterly Financial Report  
 For the quarter ended June 30<sup>th</sup>, 2014

Statement of Authorities (unaudited)

Fiscal year 2014-15 (in thousands of dollars)

	Total available for use for the year ending March 31, 2015*	Used during the quarter ended June 30, 2014	Year to date used at quarter-end
Operating expenditures – FJA	8,918	1,590	1,590
Operating expenditures – CJC	1,514	351	351
Less: Revenues netted against expenditures	(275)	0	0
<b>Net Operating expenditures</b>	<b>10,157</b>	<b>1,941</b>	<b>1,941</b>
Statutory authorities – EBP	667	167	167
Statutory authorities – Judges salaries, allowances and annuities	500,885	124,654	124,654
<b>Total Budgetary Authorities</b>	<b>511,709</b>	<b>126,762</b>	<b>126,762</b>

\*Includes only Authorities available for use and granted by Parliament at quarter-end.

Fiscal year 2013-14 (in thousands of dollars)

	Total available for use for the year ending March 31, 2014*	Used during the quarter ended June 30, 2013	Year to date used at quarter-end
Operating expenditures – FJA	8,112	1,858	1,858
Operating expenditures – CJC	1,517	321	321
Less: Revenues netted against expenditures	(275)	0	0
<b>Net Operating expenditures</b>	<b>9,354</b>	<b>2,179</b>	<b>2,179</b>
Statutory authorities – EBP	786	196	196
Statutory authorities – Judges salaries, allowances and annuities	487,535	120,579	120,579
<b>Total Budgetary Authorities</b>	<b>497,675</b>	<b>122,954</b>	<b>122,954</b>

\*Includes only Authorities available for use and granted by Parliament at quarter-end.

Office of the Commissioner for Federal Judicial Affairs Canada  
 Quarterly Financial Report  
 For the quarter ended June 30<sup>th</sup>, 2014

Departmental budgetary expenditures by Standard Object (unaudited)

Fiscal year 2014-15 (in thousands of dollars)

	Planned expenditures for the year ending March 31, 2015	Used during the quarter ended June 30, 2014	Year to date used at quarter-end
<b>Expenditures:</b>			
Personnel (including EBP)	470,816	118,444	118,444
Transportation and communications	30,705	5,167	5,167
Information	63	7	7
Professional and special services	3,637	489	489
Rentals	150	33	33
Repair and maintenance	135	57	57
Utilities, materials and supplies	88	12	12
Acquisition of machinery and equipment	364	8	8
Other subsidies and payments*	6,026	2,545	2,545
<b><i>Total gross budgetary expenditures</i></b>	<b>511,984</b>	<b>126,762</b>	<b>126,762</b>
<b>Less: revenues netted against expenditures</b>			
Revenues	(275)	0	0
<i>Total revenues netted against expenditures</i>	(275)	0	0
<b>TOTAL NET BUDGETARY EXPENDITURES</b>	<b>511,709</b>	<b>126,762</b>	<b>126,762</b>

*\*Timing difference – actual expenditures used during the quarter include interdepartmental settlements that were coded to the appropriate standard object in subsequent accounting periods.*

Office of the Commissioner for Federal Judicial Affairs Canada  
 Quarterly Financial Report  
 For the quarter ended June 30<sup>th</sup>, 2014

Fiscal year 2013-14 (in thousands of dollars)

	Planned expenditures for the year ending March 31, 2014	Used during the quarter ended June 30, 2013	Year to date used at quarter-end
<b>Expenditures:</b>			
Personnel (including EBP)	458,130	113,876	113,876
Transportation and communications	30,513	5,736	5,736
Information	55	8	8
Professional and special services	3,539	538	538
Rentals	70	35	35
Repair and maintenance	200	66	66
Utilities, materials and supplies	100	21	21
Acquisition of machinery and equipment	80	10	10
Other subsidies and payments*	5,263	2,664	2,664
<b>Total gross budgetary expenditures</b>	<b>497,950</b>	<b>122,954</b>	<b>122,954</b>
<b>Less: revenues netted against expenditures</b>			
Revenues	(275)	0	0
<i>Total revenues netted against expenditures</i>	<i>(275)</i>	<i>0</i>	<i>0</i>
<b>TOTAL NET BUDGETARY EXPENDITURES</b>	<b>497,675</b>	<b>122,954</b>	<b>122,954</b>

*\*Timing difference – actual expenditures used during the quarter include interdepartmental settlements that were coded to the appropriate standard object in subsequent accounting periods.*