



BC Public Service Agency

2023/24 Estimates (May 2023)

Honourable Katrine Conroy
Minister of Finance

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Resource Summary

Core Business Area	2022/23 Estimates	2023/24 Estimates	2024/25 Plan	2025/26 Plan
Operating Expenses (\$000)				
BC Public Service Agency	59,781	63,385	63,680	63,680
Benefits and Other Employment Costs	1	1	1	1
Long Term Disability Fund Special Account	23,985	28,737	28,737	28,737
Total	83,767	92,123	92,418	92,418
Ministry Capital Expenditures (Consolidated Revenue Fund) (\$000)				
BC Public Service Agency	10	10	10	10
Total	10	10	10	10

*Further information on program funding and vote recoveries is available in the Estimates and Supplement to the Estimates."

Resource Summary per Estimates

BC Public Service Agency				
Operations Vote				
Operating Expense (\$000's)				
Core Businesses	Budget 2022/23	2023/24	2024/25	2025/26
Human Resources Services and Solutions	15,841	16,961	17,092	17,092
People and Organizational Development	9,922	10,429	10,488	10,488
Policy, Innovation and Engagement	1,564	1,618	1,624	1,624
Employee Relations	4,796	5,199	5,245	5,245
Corporate Services	27,658	29,178	29,231	29,231
Total	59,781	63,385	63,680	63,680

**BC PUBLIC SERVICE AGENCY
Agency Operations Vote (Vote 28)
IMPLICATIONS OF 2023/24 FUNDING**

Compared to the 2022/23 budget of \$59.781M, the 2023/24 budget for the BC Public Service Agency (Vote 28) increased by \$3.604M or 6.03% to \$63.385M (see Resource Summary per Estimates).

Highlights of changes include:

Agency expenditures increase by:

- \$2.539M for Schedule A and Management Classification and Compensation Framework (MCCF) wage increases
- \$1.065M for contractual Consumer Price Index (CPI) and growth fees on Telus contract
- \$0.153M on 1 FTE transfer from Ministry of Health

Employee Benefits Chargeback Rate remains unchanged at 25.4%.

CRF Capital Budget

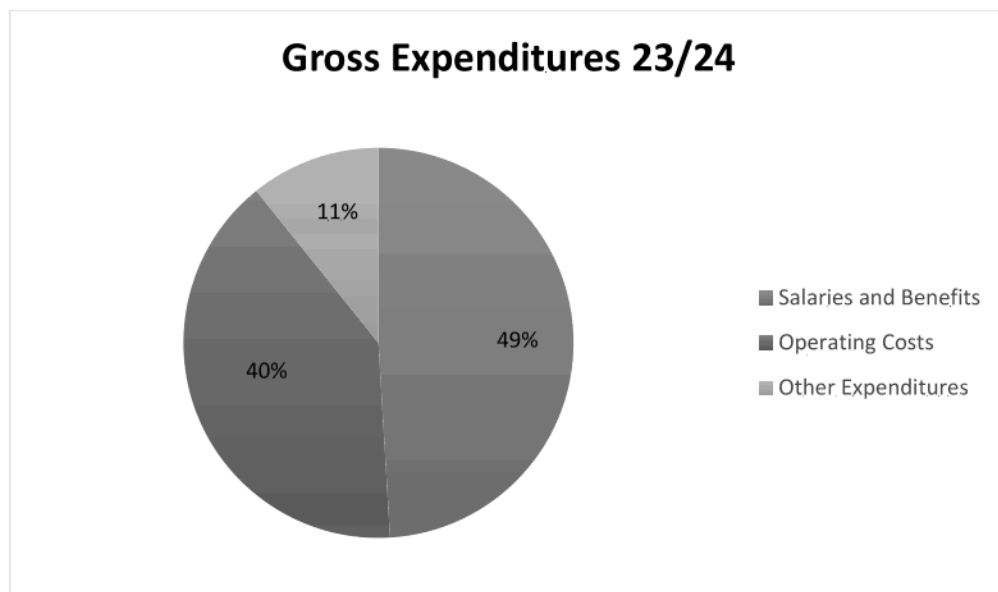
Compared to the 2022/23 budget, the capital budget in 2023/24 is unchanged at \$0.010M. The capital budget is for minor capital equipment needs in technology under the Workplace Health & Safety program and audio-video equipment used by the Agency to support the Premier's Awards ceremonies.

Reductions/Increases for 2024/25 and 2025/26

Compared to the 2023/24 budget of \$63.385M, the 2024/25 and 2025/26 budget there are increases for Schedule A and MCCF wages bringing the budget to \$63.680M.

BC PUBLIC SERVICE AGENCY
Operations Vote (Vote 28)
Supplement to the Estimates by STOB

	2022/23 Estimates \$000	2023/24 Estimates \$000	Increase (Decrease) \$000	Increase (Decrease) \$000
Salaries and Benefits	38,715	41,254	2,539	6.56%
Operating Costs	32,713	33,778	1,065	3.26%
Government Transfers	0	0	0	0.00%
Other Expenditures	9,060	9,060	0	0.00%
Expenses Sub-Total	80,488	84,092	3,604	4.48%
Transfer to LTD Special Account	0	0	0	0.00%
Recoveries from LTD Special Account	-450	-450	0	0.00%
Special Account Transfer Sub-Total	-450	-450	0	0.00%
Recoveries Internal to CRF	-16,237	-16,237	0	0.00%
Recoveries External to CRF	-4,020	-4,020	0	0.00%
Recoveries Sub-Total	-20,257	-20,257	0	0.00%
Total	59,781	63,385	3,604	6.03%
Capital	10	10	0	0.00%



Appendix 1 – Schedule A Employees

Schedule A Employees

The Agency has 268 Schedule A employees, 242 of whom are paid through the Operations Vote.

Resource Summary per Estimates

BC Public Service Agency				
Benefits and Other Employment Costs Vote				
Operating Expense (\$000's)				
Core Businesses	Budget 2022/23	2023/24	2024/25	2025/26
Pension Contributions & Retirement Benefits	409,533	467,138	481,787	481,757
Employer Health Tax	49,600	55,126	55,126	55,126
Employee Health Benefits	132,679	144,069	144,069	144,069
Long Term Disability	43,690	46,067	46,067	46,067
Other Benefits	9,025	9,082	9,082	9,082
Benefits Administration	10,193	11,247	11,312	11,312
Recoveries	(654,719)	(732,728)	(747,442)	(747,412)
Total	1	1	1	1

BC PUBLIC SERVICE AGENCY
Benefits and Other Employment Costs (Vote 29)
IMPLICATIONS OF 2023/24 FUNDING

The 2023/24 net budget for the Benefits Vote (Vote 29) increased by \$78.009M or 11.91% to \$732.729M compared to the 2022/23 budget of \$654.720M (see Resource Summary per Estimates).

The 2023/24 gross budget for the Benefits Vote (Vote 29) increased by \$83.980M or 11.49% to \$814.889M compared to the 2022/23 budget of \$730.909M (see Supplement to the Estimates by STOB below).

Highlights of changes include:

- \$57.605M increase in pension contributions and retirement benefits due to higher projected salary base.
- \$5.526M increase in Employer Health Tax due to higher salary base.
- \$11.390M increase in Employee Health Benefits mainly due to higher projected WCB claims and liability top up and projected benefit costs.
- \$2.377M increase in Long Term Disability costs due to higher salary base.
- \$1.054M increase in Benefits Administration costs due to increase costs in Workplace Health and Safety.
- \$78.044M increase in internal recoveries (benefits chargeback) to cover projected costs.

CRF Capital Budget

Compared to the 2022/23 budget, there is no change to the capital budget in 2023/24. There is no capital budget for the Benefits Vote.

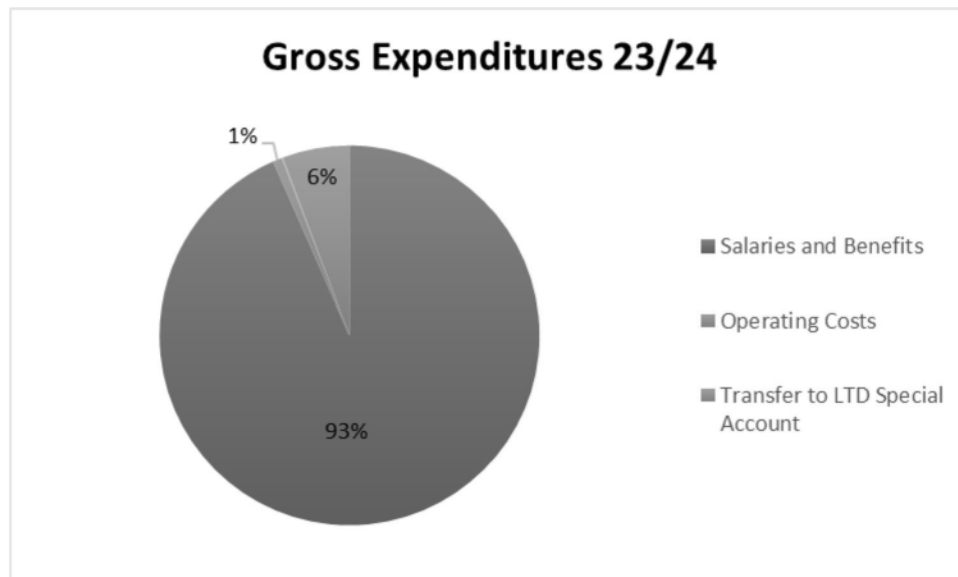
Reductions/Increases for 2024/25 and 2025/26

In terms of net expenditures, the 2024/25 budget for the Benefits Vote (Vote 29) will increase by \$14.714M or 2.01%, to \$747.443M, compared to the 2023/24 budget of \$732.729M and the 2025/26 budget will increase by \$14.684M or 2%, to \$747.413M, compared to the 2023/24 budget of \$732.729M.

In terms of gross expenditures, the 2024/25 budget for the Benefits Vote (Vote 29) will increase by \$14.714M or 1.81%, to \$829.603M, compared to the 2023/24 budget of \$814.889M and the 2024/25 budget will increase by \$14.684M or 1.80%, to \$829.573M.

BC PUBLIC SERVICE AGENCY
Benefits Vote (Vote 29)
Supplement to the Estimates by STOB

	2022/23 Estimates \$000	2023/24 Estimates \$000	Increase (Decrease) \$000	Increase (Decrease) \$000
Salaries and Benefits	692,247	773,778	81,531	11.78%
Operating Costs	6,422	6,558	136	2.12%
Government Transfers	350	350	0	0.00%
Other Expenditures	201	201	0	0.00%
Expenses Sub-Total	699,220	780,887	81,667	11.68%
Transfer to LTD Special Account	44,690	47,398	2,708	6.06%
Recoveries from LTD Special Account	-13,000	-13,395	-395	3.04%
Special Account Transfer Sub-Total	31,690	34,003	2,313	7.30%
Recoveries Internal to CRF	-654,767	-732,811	-78,044	11.92%
Recoveries External to CRF	-76,142	-82,078	-5,936	7.80%
Recoveries Sub-Total	-730,909	-814,889	-83,980	11.49%
Total	1	1	0	0.00%
Capital	0	0	0	0.00%



Appendix 1 – Employee Benefits Chargeback Rate

The Benefits Vote provides for the costs of employee benefits for the public service. In addition to the direct benefit plan costs there is an administrative component consisting of the costs of managing and administering the benefit plans on behalf of government.

The Vote is fully recoverable through a chargeback to all ministries, plus recoveries from a number of external entities participating in the benefits plans (e.g., Royal BC Museum, Pension Corporation of BC). The 2023/24 employee benefits chargeback rate will stay at 25.4% as in fiscal year 2022/23.

The chargeback rate is a function of the estimated benefits costs for a year in relationship to the salary base for government. The basic process is:

1. Agency gathers data on the estimated costs for provided benefits, including statutory rate/salary driven benefits (e.g., provincial pension, CPP, EI) usage driven benefits (e.g., extended health, dental, WorkSafe BC, Employer Health Tax) and other benefits (e.g., group aviation insurance, legal services).
2. Treasury Board (TB) staff compiles information regarding estimated salary budgets for ministries and agencies receiving benefits.
3. Finally, TB staff calculates and sets the chargeback rate for the coming fiscal year by dividing the estimated total costs into the estimated salaries.

Example:

Estimated benefits cost	\$400,000,000 (divided by)
Estimated salary base	\$1,680,000,000 (equals)
Employee benefits chargeback rate	24%

4. The chargeback rate is applied automatically to public service salaries via the PeopleSoft payroll system, with charges and recoveries flowing through an interface to the general ledgers of the ministries and Agency respectively.

Schedule A Employees

The Agency has 268 Schedule A employees, 26 of whom are paid through the Benefits Vote.

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Withheld pursuant to/removed as
Government Financial Information

Resource Summary per Estimates

BC Public Service Agency				
Long Term Disability Fund Special Account				
Operating Expense (\$000's)				
Core Businesses	Budget 2022/23	2023/24	2024/25	2025/2 6
LTD Fund Special Account	23,985	28,737	28,737	28,737
Total	23,985	28,737	28,737	28,737

**BC PUBLIC SERVICE AGENCY
LTD Fund Special Account
IMPLICATIONS OF 2023/24 FUNDING**

Compared to the 2022/23 budget of \$23.985M, the 2023/24 budget for the LTD Fund Special Account increased by \$4.752M or 19.8% to \$28.737M (see Resource Summary per Estimates).

Highlights of changes include:

- Increase of \$5.500M in Benefit payments due to BCGEU wage increases in 19th Main Collective agreement.
- Increase of \$0.430M in administration and extended health costs.
- Decrease of \$1.530M in recoveries due to decrease in entities contribution rates.
- Increase of \$2.708M in Transfer from Benefits Vote due to increased salary base for provincial government.

CRF Capital Budget

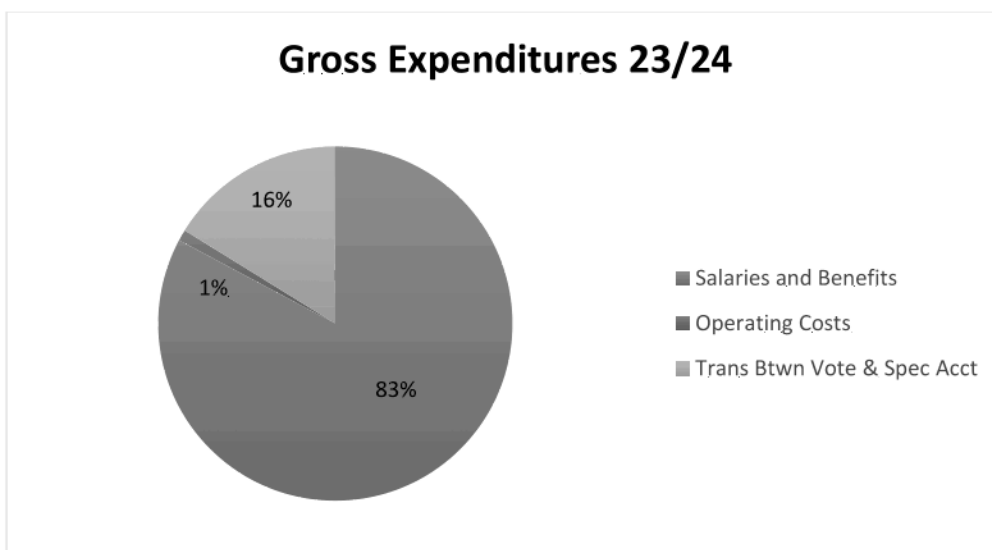
Compared to the 2022/23 restated budget, there is no change to the capital budget in 2023/24. There is no capital budget for the LTD Fund Special Account.

Reductions/Increases for 2024/25 and 2025/26

Compared to the 2023/24 budget of \$28.737M, the 2024/25 and 2025/26 budgets remain the same at \$28.737M.

BC PUBLIC SERVICE AGENCY
Long Term Disability Fund Special Account
Supplement to the Estimates by STOB

	2022/23 Estimates \$000	2023/24 Estimates \$000	Increase (Decrease) \$000	Increase (Decrease) \$000
Salaries and Benefits	65,700	71,200	5,500	8.37%
Operating Costs	840	875	35	4.17%
Trans. Btwn Vote & Spec. Acct	13,450	13,845	395	2.94%
Other Expenditures	70	70	0	0.00%
Expenses Sub-Total	80,060	85,990	5,930	7.41%
Transfer from Ministry Operations Vote	-44,690	-47,398	-2,708	6.06%
Recoveries from LTD Special Account	0	0	0	0.00%
Special Account Transfer Sub-Total	-44,690	-47,398	-2,708	6.06%
Recoveries Internal to CRF	-392	-335	57	-14.54%
Recoveries External to CRF	-10,993	-9,520	1,473	-13.40%
Recoveries Sub-Total	-11,385	-9,855	1,530	-13.44%
Total	23,985	28,737	4,752	19.81%
Capital	0	0	0	0.00%



**MINISTER ADVISORY NOTE
AS OF FEBRUARY 28, 2023**

ISSUE: LONG-TERM DISABILITY SPECIAL ACCOUNT HISTORY

ADVICE AND RECOMMENDED RESPONSE:

- **The Long-Term Disability (LTD) Plan provides members with income continuation in the event that an eligible employee becomes totally disabled due to illness or injury for a period of time greater than six months. The Plan also pays for services and costs associated in supporting individuals returning to work from LTD claims.**
- **The LTD Special Account was established in Budget 2016 to enable the transition from a Trust to a special account. This change was made to provide stability to the Plan, increase transparency, reduce taxpayer-supported debt, and administration costs. The change in structure was effective April 1, 2017. Consolidation of cash balances across government, including the LTD Plan investments, supported government's debt management strategy. Reduced taxpayer-supported debt-to-GDP ratio helps protect government's triple-A credit rating.**
- **The change did not impact beneficiaries or participating employers.**
- **The LTD Plan consists of government reporting entities such as ministries, offices of the legislature, Liquor Distribution Branch and various crown corporations, agencies, boards and commissions. There are currently 20 outside organizations who have all signed participation agreements with the Province. As of February 28, 2023, there were approximately 39,832 employees covered by the LTD Plan.**

CURRENT STATUS:

- **As of February 28, 2023 there were 1,878 employees on LTD.**

KEY FACTS REGARDING THE ISSUE:

- **The plan is governed by the Deputy Minister, BC Public Service Agency and supported by the Disability Benefits Administration Branch and the Financial Management Office of the PSA.**

- The BC Public Service Agency is responsible for administering the LTD Plan. Canada Life is under contract to adjudicate LTD claims and manage claimants who are eligible for benefits.
- The BC Public Service Agency produces a Long-Term Disability Annual Report for participating employers.

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MINISTRY OF FINANCE

VOTE DESCRIPTIONS

(\$000)

Estimates
2022/23Estimates
2023/24

VOTE 28 — BC PUBLIC SERVICE AGENCY

This vote provides for the programs, operations, and other activities described in the voted appropriations under the following core business: BC Public Service Agency.

BC PUBLIC SERVICE AGENCY

Voted Appropriations

Human Resources Services and Solutions.....	15,841	16,961
People and Organizational Development.....	9,922	10,429
Policy, Innovation and Engagement.....	1,564	1,618
Employee Relations.....	4,796	5,199
Corporate Services.....	27,658	29,178
	<u>59,781</u>	<u>63,385</u>

Voted Appropriations Description: This sub-vote provides for the BC Public Service Agency programs and operations, including a full range of human resource services to assist clients in meeting their business goals, including diversity and inclusion, compensation and classification, payroll, learning services, performance management, development, recognition and engagement programs, succession management, hiring, and other human resource related programs. This sub-vote also provides for a full range of labour relations and employment services, including negotiation and administration of collective agreements, severance, and labour relations advice and dispute resolution. This sub-vote also provides for the executive direction of the BC Public Service Agency, including management services for the Benefits and Other Employment Costs Vote, along with administrative support services, policy and program development, financial services, communications, corporate human resource application management, strategic planning, and information systems. Costs may be recovered from special accounts, ministries, Crown agencies, boards and commissions, and other parties both internal and external to government for activities described within this sub-vote.

VOTE 28 — BC PUBLIC SERVICE AGENCY

59,781

63,385

MINISTRY OF FINANCE

VOTE DESCRIPTIONS

(\$000)

Estimates
2022/23Estimates
2023/24

VOTE 29 — BENEFITS AND OTHER EMPLOYMENT COSTS

This vote provides for the programs, operations, and other activities described in the voted appropriations under the following core business: Benefits and Other Employment Costs.

BENEFITS AND OTHER EMPLOYMENT COSTS

Voted Appropriations

Pension Contribution and Retirement Benefits.....	409,533	467,138
Employer Health Tax.....	49,600	55,126
Employee Health Benefits.....	132,679	144,069
Long Term Disability.....	43,690	46,067
Other Benefits.....	9,025	9,082
Benefits Administration.....	10,193	11,247
Recoveries.....	(654,719)	(732,728)
	<u>1</u>	<u>1</u>

Voted Appropriations Description: This sub-vote provides for services and payment of costs related to employment-related benefits, including pension, retirement, employer contributions to Canada Pension Plan and Employment Insurance, employee health benefits, workforce adjustment services and severance costs, and related policy, program development, and administration for these business lines. This sub-vote also provides for the payment of the Employer Health Tax. This sub-vote also provides for the delivery of Disability Management and Workplace Health and Safety Programs and the management of the Provincial Employees Community Services Fund. Costs may be recovered from special accounts, ministries, Crown agencies, boards and commissions, and other parties both internal and external to government for activities described within this sub-vote.

VOTE 29 — BENEFITS AND OTHER EMPLOYMENT COSTS

1

1

MINISTRY OF FINANCE

SPECIAL ACCOUNTS¹

(\$000)

	Estimates 2022/23	Estimates 2023/24
LONG TERM DISABILITY FUND SPECIAL ACCOUNT		
This account was established under the <i>Public Service Benefit Plan Act</i> in 2017 for the purpose of continuing the operations of the Long Term Disability Plan. Revenues and recoveries include premiums paid into the special account by participating employers and interest amounts credited to the special account balance as prescribed by regulation. Expenses of the special account include benefit payments, expenses relating to changes in the actuarial estimate of plan liabilities, and plan administrative costs.		
SPENDING AUTHORITY AVAILABLE AT THE BEGINNING OF THE FISCAL YEAR ²	805,876	827,679
OPERATING TRANSACTIONS		
Revenue.....	45,788	48,353
Expense.....	(80,060)	(85,990)
Internal and External Recoveries.....	11,385	9,855
Transfer from Ministry Operations Vote.....	44,690	47,398
Net Revenue (Expense).....	21,803	19,616
FINANCING TRANSACTIONS		
Receipts.....	—	—
Disbursements.....	—	—
Capital Expenditures.....	—	—
Net Cash Source (Requirement).....	—	—
PROJECTED SPENDING AUTHORITY AVAILABLE AT THE END OF THE FISCAL YEAR ²	827,679	847,295

NOTES

¹ A Special Account is an account in the General Fund where the authorization to spend money from the account is located in an Act other than the *Supply Act*.

² The Spending Authority Available at the Beginning of the Fiscal Year 2022/23 is based on the 2021/22 *Public Accounts*. The Projected Spending Authority Available at the End of the Fiscal Year represents the cash and temporary investments projected to be available at the end of each fiscal year.

MINISTRY OF FINANCE
(\$000)

VOTE 28 BC Public Service Agency

Description	Total 2022/23 Operating Expenses	50	51	52	54	Total Salaries and Benefits	55	57	59	60	63	65	67	68	69
BC Public Service Agency	59,781	32,729	212	8,313	—	41,254	—	1,027	307	1,853	25,782	3,441	780	—	—
Human Resources Services and Solutions	15,841	12,521	120	3,180	—	15,821	—	164	—	29	108	389	780	—	—
People and Organizational Development	9,922	7,176	63	1,823	—	9,062	—	410	—	1,306	134	1,220	—	—	—
Policy, Innovation and Engagement	1,564	3,880	10	985	—	4,875	—	89	—	378	82	1,431	—	—	—
Employee Relations	4,796	3,961	1	1,006	—	4,968	—	265	246	—	45	125	—	—	—
Corporate Services	27,658	5,191	18	1,319	—	6,528	—	99	61	140	25,413	276	—	—	—
Total	59,781	32,729	212	8,313	—	41,254	—	1,027	307	1,853	25,782	3,441	780	—	—

70	72	73	75	Total Operating Costs	77	79	80	Total Govt Transfers	81	83	85	Total Other Expenses	86	88	Total Internal Recoveries	89	90	Total External Recoveries	Total 2023/24 Operating Expenses
—	—	495	93	33,778	—	—	—	—	—	—	9,060	9,060	(450)	(16,237)	(16,687)	(2,215)	(1,805)	(4,020)	63,385
—	—	—	—	1,470	—	—	—	—	—	—	45	45	—	(325)	(325)	(25)	(25)	(50)	16,961
—	—	—	83	3,153	—	—	—	—	—	—	—	—	—	(1,782)	(1,782)	—	(4)	(4)	10,429
—	—	—	—	1,980	—	—	—	—	—	—	8,049	8,049	—	(13,286)	(13,286)	—	—	—	1,618
—	—	—	—	681	—	—	—	—	—	—	9	9	(450)	(3)	(453)	—	(6)	(6)	5,199
—	—	495	10	26,494	—	—	—	—	—	—	957	957	—	(841)	(841)	(2,190)	(1,770)	(3,960)	29,178
—	—	495	93	33,778	—	—	—	—	—	—	9,060	9,060	(450)	(16,237)	(16,687)	(2,215)	(1,805)	(4,020)	63,385

MINISTRY OF FINANCE
(\$000)

VOTE 29 Benefits and Other Employment Costs

Description	Total 2022/23 Operating Expenses	50	51	52	54	Total Salaries and Benefits	55	57	59	60	63	65	67	68	69
Benefits and Other Employment Costs	1	10,013	—	763,765	—	773,778	—	187	3,593	1,241	1,097	440	—	—	—
Pension Contribution and Retirement Benefits	409,533	—	—	479,457	—	479,457	—	—	—	—	—	—	—	—	—
Employer Health Tax	49,600	—	—	57,000	—	57,000	—	—	—	—	—	—	—	—	—
Employee Health Benefits	132,679	—	—	218,956	—	218,956	—	—	—	—	—	—	—	—	—
Long Term Disability	43,690	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Other Benefits	9,025	—	—	5,809	—	5,809	—	—	3,593	250	—	—	—	—	—
Benefits Administration	10,193	10,013	—	2,543	—	12,556	—	187	—	991	1,097	440	—	—	—
Recoveries	(654,719)	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	1	10,013	—	763,765	—	773,778	—	187	3,593	1,241	1,097	440	—	—	—

Statutory Appropriations

Description	Total 2022/23 Operating Expenses	50	51	52	54	Total Salaries and Benefits	55	57	59	60	63	65	67	68	69
Long Term Disability Fund special account	68,675	—	—	71,200	—	71,200	—	—	—	875	—	—	—	—	—
Total													—	—	—

70	72	73	75	Total Operating Costs	77	79	80	Total Govt Transfers	81	83	85	Total Other Expenses	86	88	Total Internal Recoveries	89	90	Total External Recoveries	Total 2023/24 Operating Expenses
—	—	—	—	6,558	—	—	350	350	47,398	—	201	47,599	(13,395)	(732,811)	(746,206)	(11,469)	(70,609)	(82,078)	1
—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	(4,145)	(8,174)	(12,319)	467,138
—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	(1,874)	(1,874)	55,126
—	—	—	—	—	—	—	—	—	—	—	—	—	(10,767)	—	(10,767)	(6,616)	(57,504)	(64,120)	144,069
—	—	—	—	—	—	—	—	—	47,398	—	—	47,398	—	—	—	(336)	(995)	(1,331)	46,067
—	—	—	—	3,843	—	—	—	—	—	—	—	—	(12)	—	(12)	(68)	(490)	(558)	9,082
—	—	—	—	2,715	—	—	350	350	—	—	201	201	(2,616)	(83)	(2,699)	(304)	(1,572)	(1,876)	11,247
—	—	—	—	—	—	—	—	—	—	—	—	—	—	(732,728)	(732,728)	—	—	—	(732,728)
—	—	—	—	6,558	—	—	350	350	47,398	—	201	47,599	(13,395)	(732,811)	(746,206)	(11,469)	(70,609)	(82,078)	1

70	72	73	75	Total Operating Costs	77	79	80	Total Govt Transfers	81	83	85	Total Other Expenses	86	88	Total Internal Recoveries	89	90	Total External Recoveries	Total 2023/24 Operating Expenses
—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
—	—	—	—	875	—	—	—	—	13,845	—	70	13,915	—	(335)	(335)	(978)	(8,542)	(9,520)	76,135
—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
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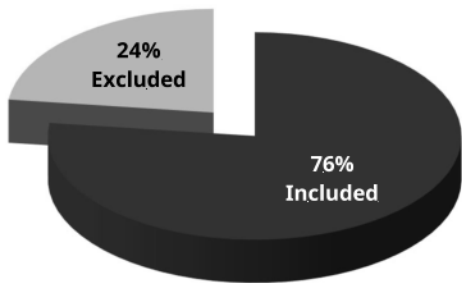
BC Public Service Human Resources Statistics¹

Current Headcount as of Mar 31, 2023
(CORE Government, Regular and Auxiliary employees):

37,226 employees

In the last decade, this is the *peak* headcount

The *lowest* was **28,349** in 2013/14.

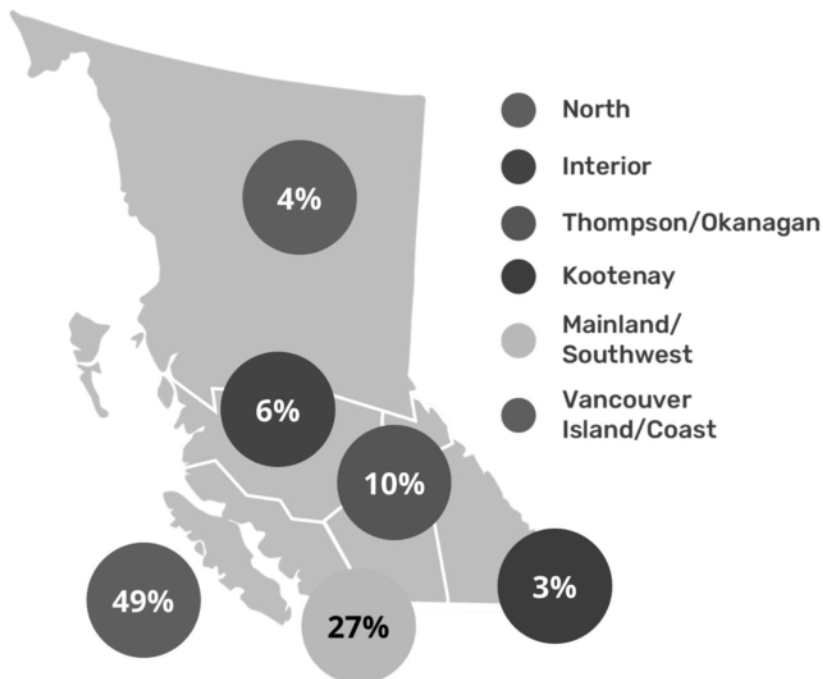


The BC Public Service composition has remained stable in the last decade. Specifically,

- The **regional distribution** of our workforce has been largely the same over time.
- The **ratio of excluded to included** has remained stable with only ~1% variance over the past five years.

In 2006, forecasts told us the BC Public Service could be as much as 30% smaller by 2016, an impact of an aging workforce. That dramatic outcome has not materialized. Our headcount is increasing, and our workforce is getting younger.

Employee Regions



BC Public Service employees are located throughout the province in the proportions shown on the map to the left.

The largest two concentrations of employees are in Victoria, with 15,908 employees, making up 42.7%, and Vancouver, with 3,210 employees making up 8.6% of the total.

¹ Tables, charts, and data based on fiscal year ending March 31, 2023 unless otherwise noted.

Employee Classification Groups

A breakdown of the classification groups of BCPS employees is shown below.

Last year, the largest number of BC Public Service positions were within the Admin Support group. This year, both the Senior Admin & Research and Management Bands have grown to exceed the size of the Admin Support classification group.

The table below shows the headcount of each classification group and the growth of each group over the last 1, 5, and 10 years:

Classification Group	Headcount (Mar 31/23)	1 Year Change	5 Year Change	10 Year Change
Deputy Minister	31	0%	n/a	n/a
Associate Deputy Minister	14	-6.7%	0%	55.6%
Assistant Deputy Minister & Executive Lead	160	6.7%	n/a	n/a
Senior Admin & Research	6,463	10.1%	46.7%	77.1%
Management Bands 1-6	6,182	5.2%	23.9%	43.6%
Information Technology	1,741	12.4%	37.0%	52.6%
Finance & Economics	1,379	5.5%	21.9%	53.6%
Enforcement & Corrections	2,728	-7.5%	-3.4%	8.8%
Science & Technical Officers	4,778	0.1%	9.9%	24.9%
Legal Counsel	988	3.7%	18.8%	27.5%
Health, Education & Social Work	5,143	3.1%	3.6%	8.0%
Admin Support	6,167	2.2%	6.4%	7.7%
Trades & Operations	1,037	6.4%	17.0%	12.7%
Non Public Service Act	415	7.0%	12.2%	25.4%
Total	37,226	3.8%	16.4%	28.4%

Changing size of the BC Public Service

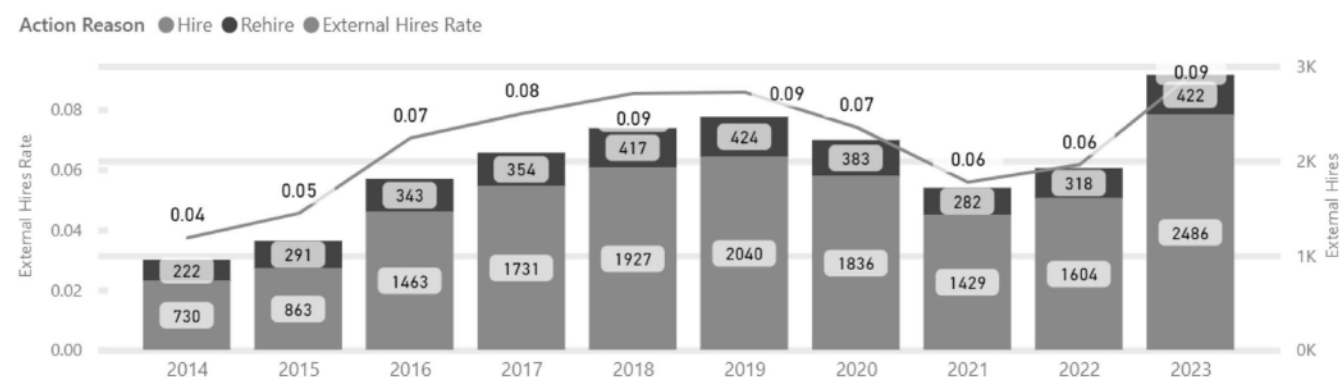
Over the last ten years, both employee average years of service and average years in position have been trending down steadily. Average time in position is currently at a historic low of 4.37 years.

Headcount, Years in Position & Years of Service by Fiscal Year
(CORE Government, Regular Employees Only)



Five years ago, about one in four regular employees had been in their current position less than one year. Today, that has jumped to almost 35% of current regular employees, as we recruit new talent, and more employees seek out new opportunities across government.

Trend of Overall Entry Rate by Fiscal Year
(CORE Government, Regular Employees Only)



Definitions:

Hire = hiring of new employee into the BCPS

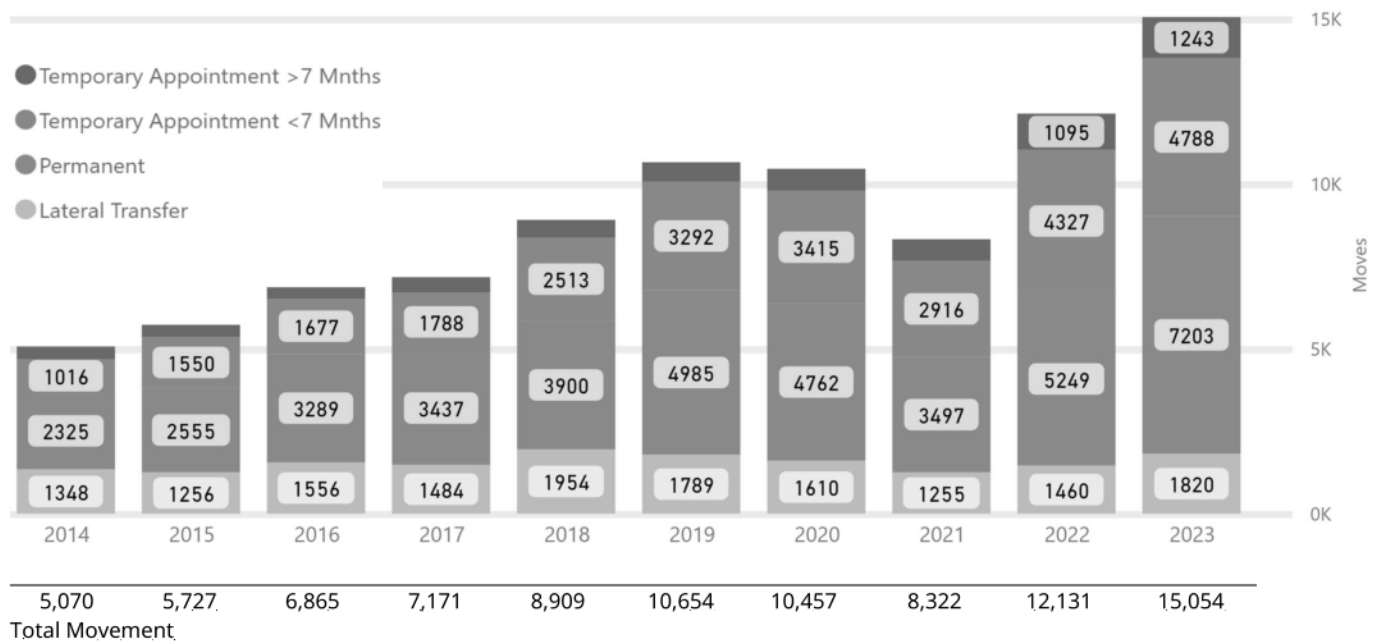
Re-hire = re-hiring of a former employee back into the BCPS

External Hires Rate = ratio of number of hires to total headcount (percentage of total headcount hired per fiscal year)

Employee Movement

As time in position has been falling, employee movement has been trending up from a 10-year low in 2013 increasing by 69% in the last five years. Movement rates slowed during the first half of the pandemic (FY21), but have since rebounded significantly in the last two years. Employee movement has increased by 24% since last year and is again at historic highs.

Trend of Internal Movement by Fiscal Year
(CORE Government, Regular Employees Only)

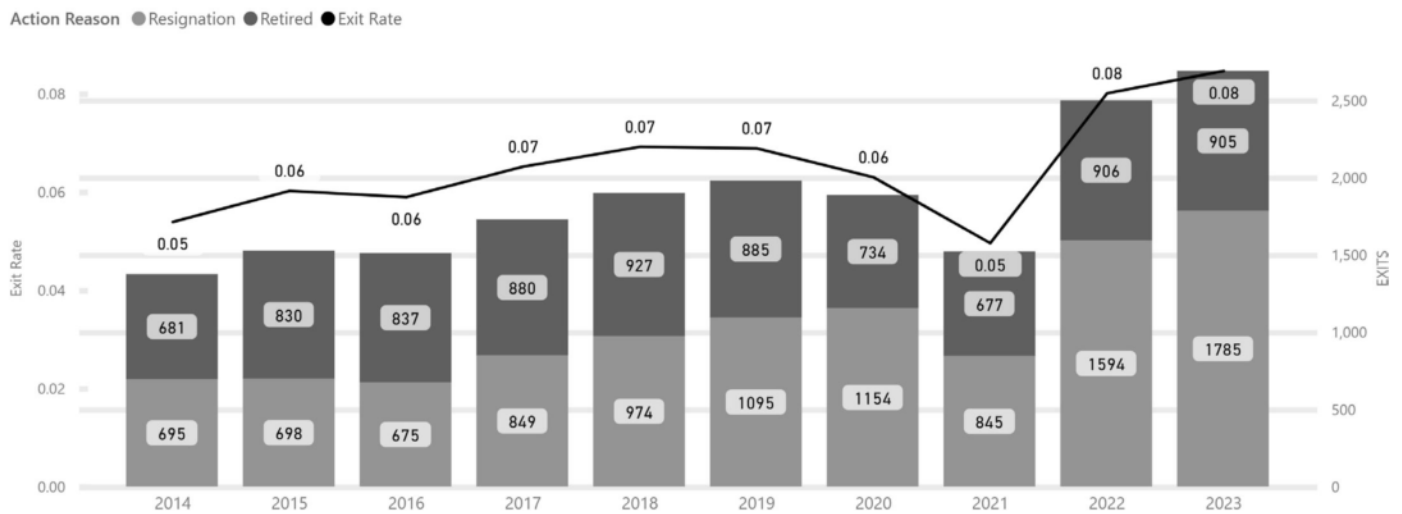


Increasing employee movement requires us to manage in new ways such as: focusing on onboarding, development, knowledge transfer, and overall alignment of talent management strategies. Consistency in all these areas and a “one employer” approach is critical to keep pace with this trend.

Employee Exits

Employee exits rates had been trending up until changes in the Public Service Pension Plan in 2019 caused a significant decrease in retirements. The decrease in retirements and resignations intensified during the first year of the pandemic (FY21), but have “boomeranged” back in the last year. Resignations and the overall exit rate continue to be at historic highs.

**Trend of Overall Exit Rate by Fiscal Year
(CORE Government, Regular Employees Only)**



Definitions:

Exit Rate = ratio of number of resignations and retirements to total headcount (percentage of total headcount resigning or retiring per fiscal year)

Employee Age Composition

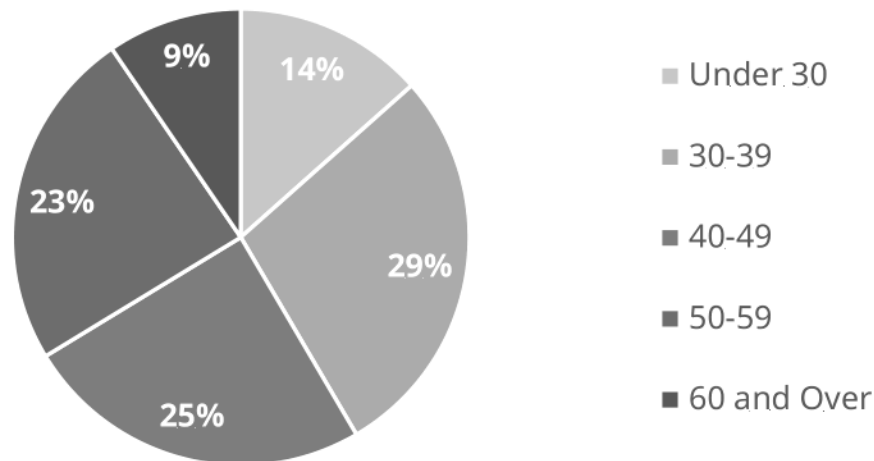
The average age of regular employees in the BC Public Service (as of March 31, 2023) is 43.9 years old with 12 years of service, both historic lows. Over the past five years, the average age has decreased by 1.2 years and the average years of service has declined by almost 11%.

The table below shows the age group composition of the BC Public Service workforce:

Age Group Composition of BCPS Workforce

(CORE Government, Regular and Auxiliary Employees)

(March 31, 2023)



Major shifts in the generational composition of the workforce have contributed to the decreasing age of the BC Public Service. While the overall BCPS has seen 16.4% growth over the last five years, the 30-39 age group has grown by 35%. This growth is partially due to a continued focus on hiring younger employees across the BCPS, which has increased the under 40 age group from 32% of the total workforce in 2012 to almost 43% in 2023.

BC Public Service Demographics by Leadership

(CORE Government, Regular and Auxiliary Employees)

Age Composition by Classification Group

Age Group	Executive Leadership	Management All Bands	BCPS Overall
<30	0.05%	3%	14%
30-39	4.4%	23%	29%
40-49	32%	32%	25%
50-59	50%	32%	23%
60+	13%	9%	9%
Average Age	51.6	46.8	43.1

Diversity and Inclusion (2022 Workforce Profiles)

Designated Group	Executive Leadership	Management All Bands	BCPS Overall
Indigenous Peoples	2.4%	3.5%	4.5%
Persons with Disabilities	16.6%	16.9%	21.8%
Visible Minorities	8.1%	16.3%	21.0%
Women	50.0%	58.5%	62.7%
Non-Binary	2.4%	1.7%	1.9%
LGBTQ2S+	11.8%	6.8%	8.1%

This data is based on self-reported demographics captured as part of corporate surveys. It is updated after each Work Environment Survey, which was last done in early 2022. Representation of women thus may not align with data pulled from PeopleSoft, which can be up to date but also based on binary categories (male, female).

Gender – Female/Male (PeopleSoft)

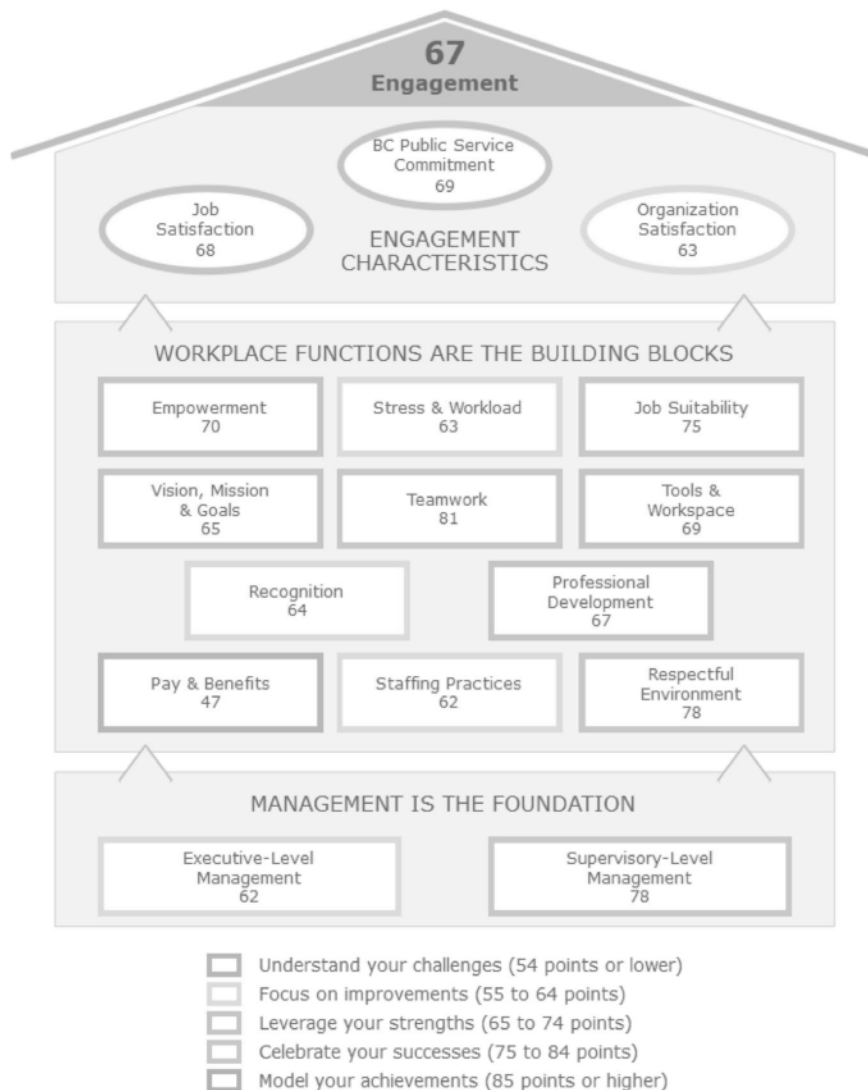
Gender	Executive Leadership	Management All Bands	BCPS Overall
Female	56.1%	60.5%	61%
Male	43.9%	39.5%	39%

This data is based on employee data captured in PeopleSoft, which includes only binary categories (female, male). Representation of women may not align with numbers from the corporate Workforce Profile, which is based on self-reported demographic information collected in corporate surveys, includes additional gender categories, and is updated only after each Workforce Environment Survey.

Employee Engagement in the BCPS

The Work Environment Survey is the corporate employee engagement survey that measures a range of workplace topics and fields every two years. High level results of the most recent survey (February 2022) are shown below. Aggregated employee responses are represented as average scores out of 100.

BC Public Service 2022 Results



Overall employee engagement in the BC Public Service has seen very little variation over the last three cycles (see table below). Ministry and work unit level results provide more detail and variation across workplace topics. The next fielding of the survey is expected in early 2024.

	2010	2011	2013	2015	2018	2020	2022
Overall Engagement Score (out of 100)	64	65	64	66	68	68	67

**MINISTER ADVISORY NOTE
AS OF APRIL 6, 2023**

ISSUE: BC PUBLIC SERVICE COVID-19 VACCINATION POLICY

ADVICE AND RECOMMENDED RESPONSE:

- **The vaccination policy introduced in 2021 was an appropriate and important step to help ensure the workplace health and safety of public service employees.**
- **Almost 99% of employees complied with the policy, which helped ensure continued delivery of uninterrupted services to the public.**
- **The BC Public Service Agency took a cautious approach in maintaining the policy through the winter respiratory illness season, but the policy has now been rescinded in full as of April 3.**

SECONDARY MESSAGES:

- **A total of 314 public service employees were terminated for non-compliance with the policy. These employees can reapply on open job competitions to return to the public service if they wish.**
- **Employees who were on leave without pay or with approved accommodations were provided the opportunity to return to work once the policy was rescinded.**
- **A small number of those employees, whose positions are covered by a PHO order, were not able to return to their positions and were put in a placement process. Where one of these employees was previously placed into a new position, they will remain in that position.**

CURRENT STATUS:

- **On March 10, 2023, government announced HR Policy 25, the COVID-19 vaccination policy, would be fully rescinded effective April 3, 2023.**
- **The related regulation under the Public Service Act establishing the policy as a condition of employment is also repealed effective April 3, 2023.**

- The Minister has also approved related policy updates to also remove the requirements for non-employees such as contractors to be vaccinated to enter public service workplaces.
- Prior to the policy being rescinded: 89 employees were currently on leave without pay for non-compliance; 55 were currently working from home with an approved exemption; 82 had an approved exemption to HR Policy 25 and were awaiting placement into an alternative role or were awaiting a decision regarding their exemption request; and 30 employees with approved exemptions to HR Policy 25 had been placed into alternative roles.

KEY FACTS REGARDING THE ISSUE:

- HR Policy 25, the COVID-19 vaccination policy, took effect November 22, 2021, requiring employees of the BC Public Service to provide proof of vaccination or be put on unpaid leave and face potential termination.
- A regulation under the Public Service Act established the policy as a condition of employment and that an employee terminated under the policy is deemed to have been dismissed for just cause.
- Terminations under HR Policy 25 were suspended on October 31, 2022, pending the Public Service Agency's reconsideration of the policy.
- A small number of BC Public Service employees are still required to be vaccinated because they work in locations prescribed in the Provincial Health Officer (PHO) order requiring vaccination in healthcare settings.

CONTACT: RUEBEN BRONEE, ADM, POLICY, INNOVATION AND ENGAGEMENT
PHONE: Government Financial Information

**MINISTER ADVISORY NOTE
AS OF MARCH 13, 2023**

ISSUE: FLEXIBLE WORK IN THE BC PUBLIC SERVICE

ADVICE AND RECOMMENDED RESPONSE:

- **The BC Public Service faces the same challenges as most employers in today's tight labour market, and it is clear offering flexible work options is an important advantage in competing for skilled talent.**
- **Flexible work offers the opportunity to open up more job opportunities to diverse candidates in communities across B.C. so the public service can better reflect the communities it serves.**
- **The BC Public Service approach to flexible work is supported through a well-defined process that recognizes service to British Columbians as the highest priority.**
- **Public Service employees demonstrated through the pandemic they are capable of delivering high quality service to the public regardless of where they work.**

SECONDARY MESSAGES:

- **Approximately half of public service employees have approved flexible work arrangements in place and most of those work from home on a part-time basis.**

CURRENT STATUS:

- **As of April 2022, any BC Public Service employee wishing to work from home is required to have an approved telework agreement in place.**
- **Approximately 51% of employees have approved agreements, and about 80% of these are part-time remote work or "hybrid work" arrangements.**
- **Effective April 1, 2023, the default for all job postings is to be open to any B.C. community where the hiring ministry has an available office.**
- **The BC Public Service Agency is working on additional policy refinements to further expand the adoption of flexible and regional work options.**

KEY FACTS REGARDING THE ISSUE:

- The BC Public Service has had policies in place to support flexible working for more than a decade, although adoption was limited until the onset of the pandemic.
- Flexible work is supported on a voluntary basis up to and including full-time remote work where operationally feasible and supported by both the employee and their supervisor.
- In summer 2021, additional refinements to the existing policy framework were introduced, including a requirement for completion of mandatory training.
- While the corporate policy framework allows flexible working up to and including full-time, ministries have discretion to determine the extent of adoption they will support in their unique operational contexts.
- The Ministry of Citizens' Services is developing a new Future of the Workplace Strategy to modernize government offices to better support hybrid work and to address the impact on government's overall real state footprint.

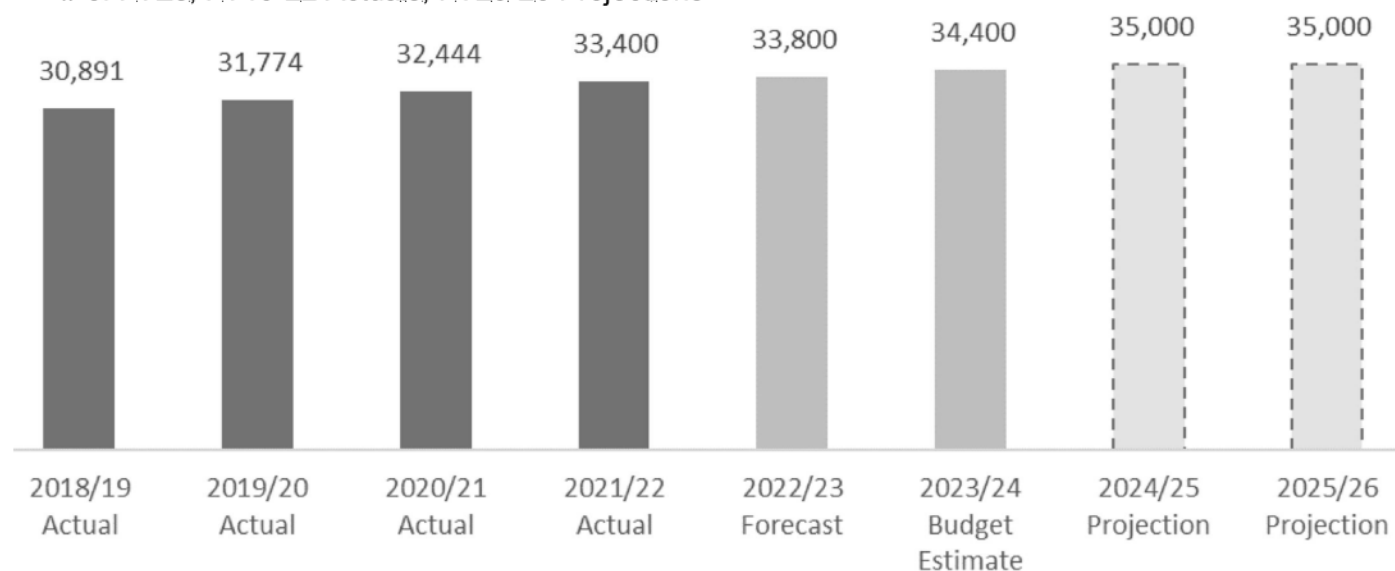
CONTACT: RUEBEN BRONEE, ADM, POLICY, INNOVATION AND ENGAGEMENT
PHONE: Government Financial
Information

**MINISTER ADVISORY NOTE
AS OF MARCH 10, 2023**

ISSUE: FULL-TIME EQUIVALENT GROWTH IN THE BC PUBLIC SERVICE

ADVICE AND RECOMMENDED RESPONSE:

- **Full-time equivalent (FTE) staff utilization in core government ministries is projected to increase from a forecast of 33,800 in 2022/23 to 34,400 in 2023/24, an increase of 600 FTEs.**
- Public Service Full-Time Equivalents (FTE) Evolution
- # of FTEs, FY19-22 Actuals, FY23-26 Projections



Advice/Recommendations

CURRENT STATUS:

The table below summarizes what was reported in the Budget and Fiscal Plan on Budget Day (February 28, 2023).

Table A13 Full-Time Equivalents (FTEs) – 2016/17 to 2025/2026 ¹

	Actual 2016/17	Actual 2017/18	Actual 2018/19	Actual 2019/20	Actual 2020/21	Actual 2021/22	Updated Forecast 2022/23	Budget Estimate 2023/24	Plan 2024/25	Plan 2025/26	Average annual change
Taxpayer-supported programs and agencies:											(per cent)
Ministries and special offices (CRF)	27,940	29,291	30,891	31,774	32,444	33,400	33,800	34,400	35,000	35,000	2.5
Service delivery agencies ²	4,850	5,076	5,258	5,985	6,042	6,698	7,909	8,693	8,797	8,724	6.7
Total FTEs	32,790	34,367	36,149	37,759	38,486	40,098	41,709	43,093	43,797	43,724	3.2
Growth rates (per cent):											
Ministries and special offices (CRF)	2.8	4.8	5.5	2.9	2.1	2.9	1.2	1.8	1.7	0.0	2.6
Service delivery agencies	1.0	4.7	3.6	13.8	1.0	10.9	18.1	9.9	1.2	-0.8	6.3
Population per FTE: ³											
Total FTEs	148.2	143.4	138.6	134.9	134.0	130.1	127.4	125.4	125.2	127.2	-1.7

¹ Full-time equivalents (FTEs) are a measure of staff employment. FTEs are calculated by dividing the total hours of employment paid for in a given period by the number of hours an individual, full-time person would normally work in that period. This does not equate to the physical number of employees. For example, two half-time employees would equal one FTE, or alternatively, three FTEs may represent two full-time employees who have worked sufficient overtime hours to equal an additional FTE.

² Service delivery agency FTE amounts do not include SUCH sector staff employment.

³ Population per FTE is calculated using July 1 population (e.g. population on July 1, 2022 divided by 2022/23 FTEs).

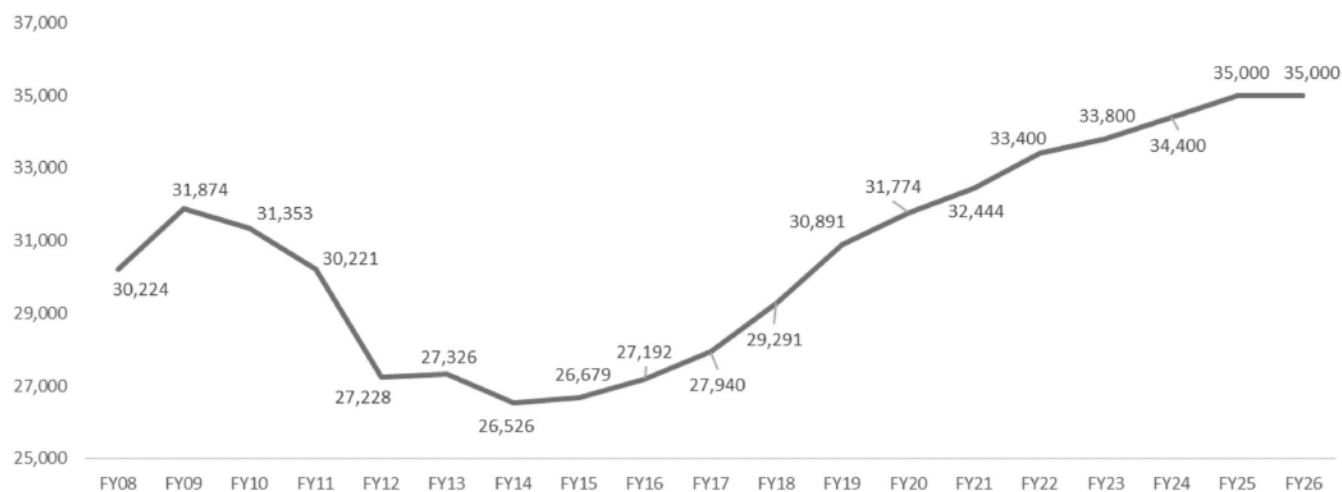
CONTACT: STEVEN EMERY, ADM, CORPORATE SERVICES
PHONE: 250-217-8823

MINISTER ADVISORY NOTE

Appendix A:

BC PUBLIC SERVICE FULL-TIME EQUIVALENTS, 2007/08 – 2025/26

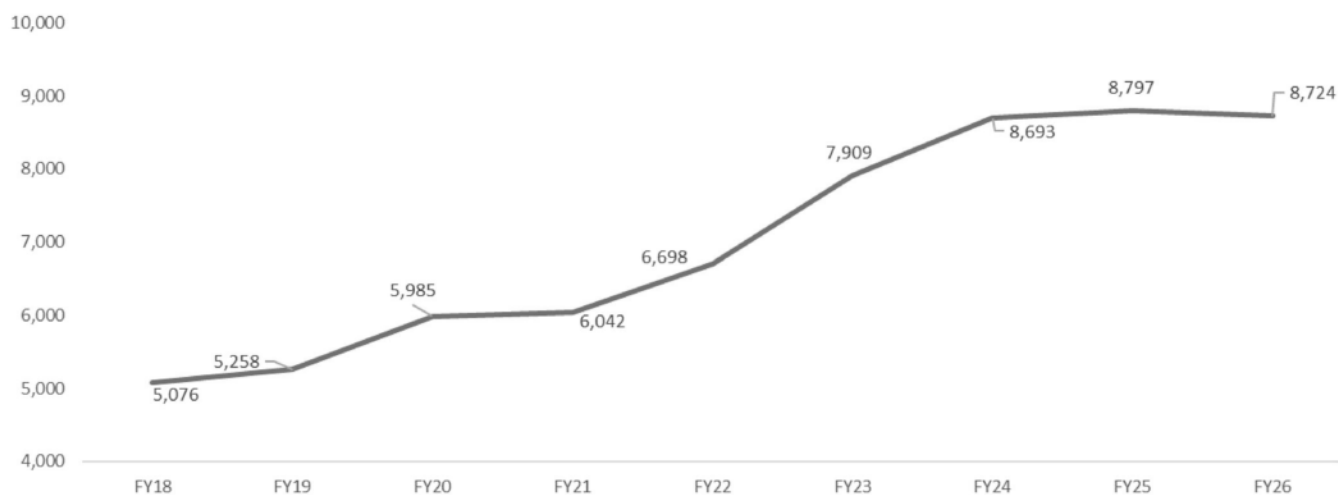
Full-Time Equivalents (FTEs) - 2007/08 to 2025/26



Note: FY08-FY22 are Actuals published in the Public Accounts. FY23-FY26 are forecasts from the Budget and Fiscal Plan.

SERVICE DELIVERY AGENCIES FULL-TIME EQUIVALENTS, 2017/18 – 2025/26

Full-Time Equivalents (FTEs) - 2007/08 to 2025/26



Note: FY08-FY22 are Actuals published in the Public Accounts. FY23-FY26 are forecasts from the Budget and Fiscal Plan.

MINISTER ADVISORY NOTE
As of APRIL 24, 2023

ISSUE: EXECUTIVE COMPENSATION

ADVICE AND RECOMMENDED RESPONSE:

- **Salaries for all Executive positions reflect a combination of the scope and impact for their position, their experience and performance in the position. The scope and impact of the role determines the level assignment for the position and the performance of an individual, their experience and any unique skills they may bring to the job determines their salary level within the salary band.**
- **All executive compensation decisions (including acting assignments) must be managed through the Public Service Agency, Executive Talent Management Branch and require the recommendation of the Deputy Minister, BC Public Service Agency and approval by the Deputy Minister to the Premier.**
- **Compensation planning for excluded and executive employees within the BC public sector, including the public service, must comply with the direction provided by the Public Sector Employers' Council (PSEC) Secretariat. Compensation planning includes the types of compensation offered, the way the compensation is paid, and when employees would be eligible to receive salary increases and performance pay.**
- **The Executive Compensation Plan is comprised of 8 bands. This includes one Executive Lead band, two Assistant Deputy Minister bands, one Associate Deputy Minister band, three Deputy Minister bands and one band for the position Deputy Minister to the Premier, Cabinet Secretary and Head of the Public Service. The current maximum achievable salaries (effective April 1, 2022) for executives in the BC public service are:**

Deputy Minister to the Premier, Cabinet Secretary and Head of the Public Service	\$377,200
Deputy Minister 3	\$323,800
Deputy Minister 2	\$303,000
Deputy Minister 1	\$281,300
Associate Deputy Minister	\$248,900
Assistant Deputy Minister 2	\$221,800
Assistant Deputy Minister 1	\$200,200
Executive Lead	\$156,900

- In other Canadian jurisdictions, the maximum of the salary range is fully utilized with most executives compensated at or near the top of the range. BC is unique in that there tends to be a wider range of compensation and complexity levels differentiating both Assistant Deputy Ministers and Deputy Minister positions. Very few executive positions in the BC public service are compensated at the maximum of the salary range, and these positions are primarily within the Assistant Deputy Minister range.

SECONDARY MESSAGES:

Position within the Range	Ineffective	Developing	Solid Performance	High Achievement	Exceptional Circumstances
Above range mid-point	0%	Up to 1%	Up to 2%	Up to 4%	Up to 10%
Below range mid-point	0%	Up to 1.5%	Up to 3%	Up to 5%	Up to 10%

Note: In-range adjustments are subject to government expenditure restrictions. All increases will be reported to PSEC Secretariat and advance approval will be obtained where necessary.

- Providing larger increases to those below the range mid-point recognizes the steep learning curve at the beginning of the placement into a given level. Limiting increases to those above the range mid-point ensures the maximum is not reached too quickly, while still encouraging performance.
- Exceptional rating may apply when either a significant mandate expansion occurs or an extraordinary event takes place during the fiscal year, and the performance demonstrated by the executive. Application of this rating category must be supported and approved by the Deputy Minister to the Premier.
- The performance assessment for Executive Leads, Assistant Deputy Ministers, and where appropriate, Associate Deputy Ministers, is presented by the supervising Deputy Minister to a review panel chaired and facilitated by the Deputy Minister to the Premier and the Deputy Minister, Public Service Agency. The Deputy Minister to the Premier conducts the performance assessments of Deputy Ministers and where appropriate, Associate Deputy Ministers.

MINISTER ADVISORY NOTE

CURRENT STATUS:

- An increase to salary ranges is currently being reviewed for 2023.
- Performance based in-range compensation increases are currently under review for the 2022/23 performance year. The BCPSA continues to monitor any potential issues related to executive compensation.

KEY FACTS REGARDING THE ISSUE:

- No Deputy Ministers in BC are compensated at or near the maximum of the salary range. The average executive salaries (excluding acting) as of March 8, 2023, are:

Deputy Minister to the Premier and Cabinet Secretary	\$325,000
Deputy Minister 3	\$295,365
Deputy Minister 2	\$274,091
Deputy Minister 1	\$246,136
Associate Deputy Minister	\$211,279
Assistant Deputy Minister 2	\$193,974
Assistant Deputy Minister 1	\$167,824
Executive Lead	\$146,283

CONTACT: ALYSON BLACKSTOCK, ADM, EMPLOYEE RELATIONS
PHONE: 778-698-7912

**MINISTER ADVISORY NOTE
AS OF MARCH 10, 2023**

ISSUE: EXECUTIVE SEVERANCE

ADVICE AND RECOMMENDED RESPONSE:

- During the 2022/23 fiscal year, 6 executives departed the public service and received a severance settlement.
- Total cost of executive severances paid in 2022/23 (as of March 10, 2023): \$1.95M
- Severance amounts for senior executives, i.e. Deputy Ministers and Associate Deputy Ministers, are specifically set out in the Employment Termination Standards Regulation of *the Public Sector Employers Act*.
- Also as provided in the Employment Termination Standards Regulation, severances for all other public service employees, including Assistant Deputy Ministers, are determined based on common law factors, including age and years of service.

CURRENT STATUS:

- In 2022/23 (as of March 10, 2023), total excluded severance costs across government were \$6.48M.

KEY FACTS REGARDING THE ISSUE:

- The table below outlines the costs of executive severance paid during the fiscal year 2022/23 (as of March 10, 2023):

Name	Total Severance Paid	Details
Amber Hockin Deputy Chief of Staff Premier's Office	\$ 189,291	Personal Information
Arif Lalani Assistant Deputy Minister Ministry of Agriculture and Food	\$ 130,960	
Danine Leduc Assistant Deputy Minister Ministry of Labour	\$ 264,964	
Geoffrey Meggs Chief of Staff Premier's Office	\$ 339,784	
Lori Wanamaker Deputy Minister to Premier & Cabinet Secretary Premier's Office	\$ 591,089	
Donald Zadrevec Deputy Minister Ministry of Finance	\$ 432,381	
TOTAL	\$ 1,948,469	

Government Financial Information

**CONTACT: ALYSON BLACKSTOCK, ADM, EMPLOYEE RELATIONS
PHONE: 778-698-7912**

**MINISTER ADVISORY NOTE
AS OF MARCH 20, 2023**

ISSUE: BC PUBLIC SERVICE RECRUITMENT

ADVICE AND RECOMMENDED RESPONSE:

- **Recruitment in the BC Public Service is managed through a rigorous, meritorious and competitive process. The Talent Acquisition and Classification (TACS) branch of the Public Service Agency (PSA) provides recruitment services to ministries, including direction, support and advice from posting to placement to ensure essential positions are filled.**
- **The PSA is responsible for providing frontline recruitment services to the BC Public Service through a centralized service delivery model. In addition, the PSA leads strategic employment programs and initiatives and corporate plan deliverables to support government mandates and essential services.**

SECONDARY MESSAGES:

- **To attract and retain talented employees, the BC Public Service has expanded flexible work and increased the types of jobs that can be performed from any BC government location.**
- **To address ongoing labour market challenges, updated flexible work direction moves to further focus recruitment efforts in regions outside of Victoria and the lower mainland.**
- **To increase the diversity of the BC Public Service, there is an increased focus on inclusive qualifications. In 2022, the BC Public Service launched a virtual Hiring Certification Program available to hiring managers to support fair, equitable and inclusive hiring decisions.**

CURRENT STATUS:

- **The BC Public Service is the second-largest single employer in the province with over 36,000 employees.**
- **The average age of the BC Public Service worker is 43.2 years old and getting younger.**
- **In 2019, the 30 to 39 age cohort became the largest demographic in our workforce, now accounting for 29% of employees.**
- **The under 30 cohort has grown by 21% in the last 5 years, now accounting for 14% of employees.**

- 32.8% of BC Public Service employees have been in their current position for less than one year.

KEY FACTS REGARDING THE ISSUE:

- Recruitment is a critical piece of an integrated talent management approach to attracting, developing and retaining top talent to maintain the BC Public Service and support its mandates to the citizens of the province.
- A total of 6,883 jobs were advertised in FY21/22, consistent with pre-pandemic volumes of 6,670 job postings in FY19/20.
- It is forecasted that recruitment volumes will increase 18.5% compared to last fiscal.
- The BC Public Service has experienced over a 50% reduction in the average number of applicants for highly competitive work streams and entry level roles compared to previous fiscal.
- Career Conversations, applicant videos and Feature Career pages on MyHR are some of the marketing tools that are being used to market the BC Public Service as an employer of choice.
- Outreach and engagement events are occurring across the province to assist in attracting potential applicants to the BC Public Service.
- To address the challenging labour market, the BC Public Service is expanding the types of roles that can be performed outside of Victoria and Vancouver, with 67% (472 out of 706) of jobs posted regionally in February 2023.
- Shifting to more regional recruitment will support the BC Public Service to better represent the people it serves.
- By advertising positions across the province, the BC Public Service will increase its regional representation and will have access to increased labour markets.
- Postings now state if a position has flexible work options such as hybrid and remote work within the province of BC.
- The BC Public Service is committed to creating a strong and diverse workforce that is reflective of the diversity of our province. Inclusive hiring practices are fundamental to support this.

**CONTACT:INDERJIT RANDHAWA, ADM, HR SERVICES AND SOLUTIONS
PHONE: 250-318-6861**

MINISTER ADVISORY NOTE
As of APRIL 24, 2023

ISSUE: MCCF AND IN-RANGE MOVEMENT

ADVICE AND RECOMMENDED RESPONSE:

- **After a period of fiscal restraint, an updated Management Classification and Compensation Framework (MCCF) was implemented effective January 1, 2017. This updated compensation framework moved all excluded managers from three levels into one of six new bands. The salary ranges were also adjusted, primarily at the more senior levels.**
- **This update was necessary to address the lagging compensation levels for excluded managers in the BC public service and to ensure the public service was fully implementing the management compensation philosophy to be better aligned with the BC public sector.**
- **The last general wage increase provided to excluded managers was in 2014. Starting in 2015 the public service provided, in accordance with direction from the Public Sector Employers' Council Secretariat (PSEC), annual performance based in-range increases of up to 2% to individuals who demonstrated good performance. Those increases were effective on July 1 of each year and were only provided to employees who demonstrated good performance and were within their salary ranges. All increases were managed within existing salary budgets.**
- **PSEC's guidelines allow for the adjustment of excluded salary ranges on an annual basis and this practice is consistent across the BC public sector. Since 2017, the MCCF excluded management salary ranges have been aged annually by the same magnitude of the general wage increase provided to the BCGEU in each calendar year.**
- **When the current MCCF was implemented, it was intended that excluded employees would move through their position's salary range via the annual performance based pay progression. Due to fiscal restraint, this has generally not occurred as annual performance based increases have been the same or smaller than the annual salary range adjustments.**

- As a result of fiscal restraint, salary range progression for excluded managers has stalled. The lack of movement within the salary range has created issues including salary compression, salary inversion and inequities amongst peers.
- The compensation provisions for included bargaining unit employees, such as overtime and general wage increases, has anecdotally resulted in reduced interest for included employees to move into excluded management roles. It is not uncommon for excluded managers to experience salary compression or salary inversion with their included subordinates.

SECONDARY MESSAGES:

- With the current maximum of the management salary Band 6 at \$157,900, BC ranks 10th in comparison to the other 14 public service jurisdictions (ahead of NL, PEI, NB, MB).
- There are approximately 6,000 excluded managers representing 16% of employees in the BC public service.

CURRENT STATUS:

- An increase to the salary ranges is currently being reviewed for 2023. Typically, the MCCF salary ranges are adjusted by the same percentage as the general wage increase for the largest bargaining unit, BCGEU. The salary range adjustments do not represent wage increases for most employees.
- Performance based in-range compensation increases are also currently being reviewed for 2023.

KEY FACTS REGARDING THE ISSUE:

- The updated MCCF along with annual performance based in-range increases have alleviated some of the historic compensation pressures for the public service managers. However, compensation levels for excluded managers in the public service still lag most other provincial and territorial jurisdictions. Continual monitoring of the salary ranges against the BC Public Sector will be necessary to ensure continued adherence to the management compensation philosophy.

CONTACT: ALYSON BLACKSTOCK, ADM, EMPLOYEE RELATIONS
PHONE: 778-698-7912


**MINISTER ADVISORY NOTE
AS OF APRIL 20, 2023**

ISSUE: BC GOVERNMENT LAWYERS ASSOCIATION

ADVICE AND RECOMMENDED RESPONSE:

- **As there is a litigation by the BC Government Lawyers Association (BCGLA) before the courts and the BC Labour Relations Board (LRB), we aren't able to discuss the matter beyond the details we have shared with the media already.**
- **As the BCGLA's representatives have pointed out, the opportunity to join a union has not been denied to them – we support their right to association.**
- **We do have a statutory model in B.C. that was enacted decades ago to protect labour stability and public services for the people who rightly expect them – while also maintaining workers' rights – including these valued lawyers.**
- **We believe that granting the members of the BCGLA collective bargaining rights in accordance with the statutory model under the *Public Service Labour Relations Act* (PSLRA) is appropriate.**
- **Importantly, the proposed change by Bill 5 is to the existing Act, which was created to ensure BC public service professionals are able to participate in collective bargaining and ensures the public services people in B.C. rely on are protected.**

SECONDARY MESSAGES:

-  Government Financial Information

CURRENT STATUS:

- On November 29, 2022, the BCGLA filed an application to the LRB to be certified as a standalone bargaining unit under the Labour Relations Code. Government Financial Information

Government Financial Information

This matter is still pending before the LRB. The parties agreed to an adjournment pending the progress or status of Bill 5.

- The BCGLA filed a civil suit against Government (in Supreme Court of BC). Their litigation alleges a breach of their Charter right to exercise their freedom of association to be involved in collective bargaining. The suit, filed in September 2019, was scheduled to be heard in February 2023, however the BCGLA has asked the court to adjourn the matter pending their pursuit of the same issue before the LRB.

KEY FACTS REGARDING THE ISSUE:

- The BCGLA has been seeking attention to its years-long drive to be recognized as a standalone bargaining unit in the BC Public Service. The BCGLA represents approximately 350 government lawyers working in Legal Services Branch, for the Public Guardian and Trustee and in the Justice Services Branch.
- The 1973 PSLRA has three bargaining units: BC Nurses' Union, the BC General Employees' Union and the Professional Employees Association (PEA). The PSLRA excludes both Legal Counsel and Crown Counsel from belonging to a bargaining unit Government Financial Information
- While the Province does not negotiate with Legal Counsel over their terms and conditions of employment, the Crown Counsel Association (CCA) is recognized in the *Crown Counsel Act* as the exclusive bargaining agent for its members and has a formal bargaining relationship with the Province, including the right to withdraw services. The CCA does not have full statutory collective bargaining rights Government Financial Information

MINISTER ADVISORY NOTE

Government Financial Information

- Both the PSLRA and the PSEA were created to ensure labour stability and the protection of public services.

Government Financial Information

- In 2013, the BCGLA requested that the Province formally recognize it as the bargaining agent for all LSB Counsel so that it could negotiate its members' terms and conditions of employment. The BCGLA wants the same bargaining rights as the CCA.
- In its 2018 response to the BCGLA, the Province confirmed that it is only prepared to grant LSB Counsel access to collective bargaining rights by amending the PSLRA that would then allow them to have collective bargaining rights within the current structure of the PSLRA and by operation of law they would be able to join the bargaining unit for professional employees, the PEA.
- The offer to provide them with bargaining rights within the current structure of the PSLRA was reiterated to the BCGLA again, in writing, in 2019 and in late 2021, and verbally several other times. Government Financial Information; Legal Information
Government Financial Information; Legal Information
- On February 9, 2023, Bill 5- Amendments to the PSLRA was introduced by first reading to the Legislature.
- Government Financial Information; Legal Information

- On March 09, 2023, the BCGLA conducted a planned protest against Bill 5 at the legislature lawn.

• Government Financial Information

CONTACT: ALYSON BLACKSTOCK, ADM, EMPLOYEE RELATIONS
PHONE: 250-893-2980

**MINISTER ADVISORY NOTE
AS OF MARCH 13, 2023**

ISSUE: COLLECTIVE BARGAINING

ADVICE AND RECOMMENDED RESPONSE:

- On September 6, 2022, following almost eight months of negotiations and a two-week job action, the BC Public Service Agency (PSA) reached a tentative agreement with the BC General Employees' Union (BCGEU), and the agreement was ratified by GEU members on October 17, 2022.
- Collective bargaining with the Professional Employees Association (PEA) commenced on April 11, 2022, and concluded on October 28, 2022 with a tentative agreement between the parties which was ratified by PEA members on November 22, 2022.
- Collective bargaining with Unifor (King's Printer) was completed on January 25, 2023 with a new agreement ratified by its members on February 3, 2023.
- There are five collective agreements within the BC Public Service. Collective agreements for the BCGEU, PEA and BC Nurses Union (BCNU) expired on March 31, 2022. Government Financial Information

Government Financial Information

- The following table provides a summary of the bargaining status for each of the five BC Public Service collective agreements:

Union/Association	Contract Expiry	Negotiation Status	Employee Count
BCGEU	March 31, 2025	Negotiations completed	30,176
PEA	March 31, 2025	Negotiations completed	1,283
BCCCA	March 31, 2019	Government Financial Information	523
BCNU	March 31, 2022		102
Unifor	June 30, 2025	Negotiations completed	14

SECONDARY MESSAGES:

- The public sector bargaining mandate is established by PSEC which is responsible for overseeing overall public sector bargaining on behalf of the Minister of Finance. PSEC's authority is under the *Public Sector Employers' Act*.
- The PSA is the bargaining agent for the government, as set out under s. 3 of the *Public Service Labour Relations Act* (PSLRA), in negotiations with public service unions.

CURRENT STATUS:

- PSEC established the public sector bargaining mandate (the Shared Recovery Mandate) for agreements expiring after March 31, 2022.
- Bargaining under the new negotiating mandate has been completed for BCGEU, PEA, and Unifor.
Government Financial Information
- A key feature of the new collective agreements is wage protection based on the average change in the B.C. Consumer Price Index (BC CPI) over the 12-month period prior to the scheduled pay increase for each year of the 3-year term of the agreement. The wage increases are:

Effective Date	General Wage Increase
Year 1 - April, 2022	\$0.25 per hour plus 3.24% general wage increase
Year 2 - April, 2023	Minimum of 5.5% plus a potential Cost of Living Adjustment to a maximum of 6.75%
Year 3 - April, 2024	Minimum of 2% plus a potential Cost of Living Adjustment to a maximum of 3%

MINISTER ADVISORY NOTE

- Government Financial Information

KEY FACTS REGARDING THE ISSUE:

- There are three bargaining units within the BC Public Service defined by s. 4 of the PSLRA:
 - o British Columbia General Employees' Union (BCGEU),
 - o Professional Employees Association (PEA) and
 - o British Columbia Nurses Union (BCNU).
- Two other bargaining units exist within the BC Public Service outside of the PSLRA:
 - o British Columbia Crown Counsel Association (BCCCA) and
 - o Unifor (Kings Printer).

CONTACT: ALYSON BLACKSTOCK, ADM, EMPLOYEE RELATIONS
PHONE: 778-698-7912

MINISTER ADVISORY NOTE
AS OF MARCH 14, 2023

ISSUE: POLITICAL STAFF STANDARDS OF CONDUCT

ADVICE AND RECOMMENDED RESPONSE:

- **In April 2014, Cabinet approved the Standards of Conduct for Political Staff. Political staff are appointees who serve as advisors and assistants and who share the governing party's political commitment.**
- **These Standards closely resemble the Standards of Conduct applicable to regular employees in the BC Public Service but recognize the unique partisan role played by political staff.**
- **The Standards of Conduct for Political Staff provide guidance on how political staff may exercise their partisan duties while also respecting the non-partisan role of employees in the BC Public Service.**
- **Political staff must comply with these Standards of Conduct as a condition of employment. Those who fail to comply may be subject to disciplinary action, up to and, including dismissal.**

CURRENT STATUS:

- Currently, the job titles deemed political staff include but are not limited to Executive Assistants to a Minister and Ministerial Assistants.
- The Standards of Conduct for Political Staff (in tandem with the Political Staff Oath) resolve the previously existing conflict between the obligation of political staff to provide partisan advice as part of their job duties, and the obligation under the Standards of Conduct for public service employees to act objectively and impartially.

KEY FACTS REGARDING THE ISSUE:

- Conduct expectations for regular public service employees are established by the Standards of Conduct, a policy first enacted in March 1987. The Standards of Conduct apply to all persons and organizations covered by the *Public Service Act*. Compliance with the Standards of Conduct is a condition of employment.

- In March 2013, the Deputy Minister to the Premier submitted a report to the Premier and Cabinet entitled “Review of the draft Multicultural Strategic Outreach Plan.” The review required the BC Public Service Agency to assess whether the Standards of Conduct were sufficient to regulate both the conduct of regular public service employees and of political staff.
- In January 2014, Cabinet approved the recommendation of the BC Public Service Agency to establish by regulation the Political Staff Oath and Standards of Conduct for Political Staff. The regulations were deposited in April 2014.
- The Standards of Conduct for Political Staff remove the obligation for political staff to act impartially and to base recommendations and decisions on objective evidence. A section is also included regarding appropriate interactions between political staff and members of the permanent public service. The Chief of Staff to the Premier is assigned responsibility for advising political staff and ensuring they have information and training. The Chief of Staff to the Premier is also responsible for addressing breaches of the Standards of Conflict for Political Staff.
- Similarly, the Political Staff Oath replicates the requirements of the Public Service Oath, save for provisions related to serving the government impartially and basing recommendations and decisions on objective evidence. These new authorities resolved the conflict between the obligation of political staff to provide partisan advice as part of their job duties, and the obligation under the Standards of Conduct for public service employees to act objectively and impartially.
- Political staff are defined as: persons appointed under section 15(1)(a) of the *Public Service Act* who report through to the Chief of Staff to the Premier or provide support to a Minister, and who are not assigned job duties primarily of an administrative, technical or communications nature. Most appointees working in the Office of the Premier and supporting Minister’s offices are political staff (e.g., Ministerial Assistants and Executive Assistants). Appointees to Government Communications and Public Engagement are not political staff.

CONTACT: RUEBEN BRONEE, ADM, POLICY, INNOVATION AND ENGAGEMENT
PHONE: Government Financial Information

**MINISTER ADVISORY NOTE
AS OF MARCH 14, 2023**

ISSUE: TELUS AND LONG-TERM PROCUREMENT

ADVICE AND RECOMMENDED RESPONSE:

- **The Province has partnered with TELUS since 2004 to provide payroll and IT services. This partnership has been largely successful, with value and efficiencies returned to the Province over the term; however, the current agreement is coming to an end in mid-2023.**
- **The BC Public Service Agency (PSA) is in the process of planning for the next generation contract to ensure a smooth continuation of services as the current agreement comes to end of life.**

● Cabinet Confidences; Government Financial Information

● Cabinet Confidences

CURRENT STATUS:

- The current environment is stable and consistently meeting or exceeding the service level agreement (SLA) commitments. TELUS completes an annual external audit of their systems and process, and the latest report shows that TELUS remains compliant to policies and operational standards.
- BC Government's mission critical HR and payroll systems run on Oracle PeopleSoft.

- In CY2022, this stable system accurately processed gross payroll of \$2.8 billion to government employees and received and processed 2.17 million payroll transactions.

The scope of the contract includes several HR and payroll applications (see Appendix A) which support employees throughout the employment lifecycle.

- In addition to delivering services for core government, the contract also leverages these services to the broader public sector (Appendix B).
- Additionally, the PSA provides IT services to organizations such as WorkSafe BC and Island Health Authority. The PSA continues to explore extending IT services to additional broader public sector organizations where synergies are identified.

- Cabinet Confidences; Government Financial Information

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KEY FACTS REGARDING THE ISSUE:

- The PSA manages the HRMS (Human Resource Management System) contract with vendor partner TELUS. The total value of this contract for the period of 2004 to 2023 will be \$320M. The deal will expire in July 2023 with no option to renew. ^{Government Financial Information}

Government Financial Information

- The contract cost is approximately ^{Government Financial Information} and delivers payroll processing and human resource technology services for the core BC Public Service.
- Through the term of the agreement, benchmarking exercises have been completed by independent third parties, each review indicated the contract was performing favorably. The 2021 review indicated that service and financial performance were reasonably aligned with market experience. Technological advances (e.g. Cloud and SaaS) provide a potential opportunity to position the contract for technology and services modernization to drive further efficiencies.

MINISTER ADVISORY NOTE

CONTACT: STEVEN EMERY, ADM, CORPORATE SERVICES
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Appendix A:

A non-exhaustive list of HR systems and applications leveraged to support employees.

- Recruitment Management (RMS) system
- Learning Management (LMS) system
- Compensation & Classification (eClass) system
- Time & Leave and Absence Management (TLAM) systems
- Employee Performance Management (MyPerformance) system
- Workplace Health & Safety (Cority) system
- Customer Relationship Management (CRM) system
- Telephony system (Elements)

Appendix B

A sample of Broader Public Sector Organizations currently procuring HRMS services through the BCPSA.

- BC Infrastructure Benefits Incorporated (BCIB)
- BC Financial Services Authority (BC FSA)
- BC Pensions Corporation (BCPC)
- Liquor Distribution Branch (LDB)
- Transportation Investment Corporation (TICORP)

The table below, Appendix C, shows a breakdown of fees for fiscal 2023.

Appendix C:

Fiscal Year 2023 HRMS Fees

Government Financial Information

The total value of payroll processed over the life of the contract is approximately \$37.5B, which is about 30.9M transactions over 472 pay periods without failure. The PSA has been satisfied with this performance, as consistent and accurate payroll execution is one of its core businesses.

**MINISTER ADVISORY NOTE
AS OF MARCH 17, 2023**

ISSUE: EQUITY, DIVERSITY AND INCLUSION IN THE BC PUBLIC SERVICE

ADVICE AND RECOMMENDED RESPONSE:

- **The BC Public Service is committed to ensuring that the public service is reflective of our province and inclusive of Indigenous peoples, minority communities, immigrants, persons with disabilities, and the 2SLGBTQ+ community.**
- **As a result, the BC Public Service released the Diversity and Inclusion strategy, *Where We All Belong*, in March 2021, with a vision to ensure it is an inclusive organization reflective of the people of British Columbia where employees are supported to reach their full potential.**
- **BC Public Service legislation and human resource policies reflect and support diversity and inclusion, including the B.C. Human Rights Code, Standards of Conduct, and the B.C. Public Service Act, which aspires to “recruit and develop a well-qualified and efficient public service that is representative of the diversity of the people of British Columbia.”**
- **New legislation, including the Declaration on the Rights of Indigenous Peoples Act, the Accessible B.C. Act, the Anti-Racism Data Act, and the Pay Transparency Legislation also support this work.**

CURRENT STATUS:

- **Diversity & Inclusion Strategy**
 - **There are four areas of focus within the Diversity and Inclusion Strategy. They are: Structure and Alignment; Leadership and Education; Recruitment and Retention; and Flexibility.**
 - **There has been significant progress made on objectives in all four areas of focus. Some key achievements include:**
 - **An established Diversity and Inclusion Resource Centre that is available to all public servants. To date, the Resource Centre has been accessed over 87,000 times.**
 - **New learning pathways on equity, diversity and inclusion. These pathways delve into several distinct topics related to equity,**

diversity and inclusion such as anti-racism, gender equity and accessibility. To date, the pathways have had over 1400 activities launched.

- New Hiring Certification training that prioritizes inclusive hiring practices. This training is available to all public servants.
- Expanded flexible work arrangements across the public service. Effective April 1, by default all job postings will be open to any B.C. community where the hiring ministry has an existing office. In addition, ministries are being strongly encouraged to expand adoption of flexible work arrangements.
- Governance tables support this work, which include:
 - Deputy Ministers' Committee on Public Service Renewal, where Equity, Diversity and Inclusion is one of the areas of focus.
 - PSA Expanded Executive Committee, where Equity, Diversity and Inclusion is one of the main priorities.
 - ADM Committee on Equity, Diversity and Inclusion
 - Cross-Ministry Working Group on Equity, Diversity and Inclusion
 - Diversity Leads Working Group, including members from the complementary but distinct priority areas – reconciliation, accessibility, multiculturalism and anti-racism, gender equity, and corporate equity, diversity and inclusion.
- As we enter Year 3 of the Strategy, upcoming priorities will include reviewing the objectives and determining opportunities to strengthen and refine our approach to governance.
- Work is underway to support the Accessible B.C. Act, through the identified actions in the B.C. Accessibility Plan that the PSA is responsible for. This includes creating a *Being Accessible* strategy for the BCPS.
- Diversity and Inclusion considerations have been incorporated into workforce planning to align ministries in work moving forward.
- The Work-Able Graduate Internship Program for persons with disabilities continues to be offered to support diversity and inclusion through employment programs.

MINISTER ADVISORY NOTE

KEY FACTS REGARDING THE ISSUE:

- 2022 workforce profile data is not yet available. The 2020 workforce profile for the BC Public Service provides a self-reported diversity portrait within the BC Public Service. Employees self-identified as the following:
 - Women in the public service increased slightly from 62.1% in 2018 to 62.2% in 2020
 - Indigenous identities in the public service increased from 4.3% in 2018 to 4.6% in 2020
 - Visible Minorities in the public service increased from 17.0% in 2018 to 20.5% in 2020
 - People with Disabilities in the public service increased from 5.0% in 2018 to 6.9% in 2020
 - LGBTQ2S+ identities increased from 4.5% in 2018 (the first time this information was collected) to 6.6% in 2020.

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PHONE: 250-213-5194

**MINISTER ADVISORY NOTE
AS OF MARCH 16, 2023**

ISSUE: RECONCILIATION AND *DECLARATION ON THE RIGHTS OF INDIGENOUS PEOPLES ACT* ACTION PLAN

ADVICE AND RECOMMENDED RESPONSE:

- **The Public Service Agency (PSA) leads four corporate Indigenous initiatives: House of Indigenous Learning, Indigenous Applicant Advisory Service, Indigenous Leadership and Mentorship Program, and Indigenous Youth Internship Program**
- **The Public Service Agency (PSA) is the designated lead for three commitments in the 89 item *Declaration on the Rights of Indigenous Peoples Act* Action Plan between 2022 and 2025:**
 - **Action 3.1 Develop essential training in partnership with Indigenous organizations, and deliver to the BC public service, public institutions and corporations that aims to build foundational understanding and competence about the history and rights of Indigenous Peoples, treaty process, rights and title, the UN Declaration, the BC Declaration Act, the dynamics of proper and respectful relations, Indigenous-specific racism, and meaningful reconciliation.**
 - **Action 3.2 Establish an operational approach to set and achieve targets for equitable recruitment and retention of Indigenous Peoples across the public sector, including at senior levels.**
 - **Action 4.44 Review, evaluation and improve BC's Indigenous Youth Internship Program.**

SECONDARY MESSAGES:

- **The Ministry of Finance – Crown Agencies and Board Resourcing Office share responsibility for leading implementation of action 3.1 for public institutions and corporations.**
- **The Public Sector Employers' Council Secretariat is also responsible for action 3.2.**
- **The Declaration Act Action Plan requires an annual report due in June of each year. This year's report will include a progress update on action 3.1.**

CURRENT STATUS:

- The House of Indigenous Learning was established in 2018 in response to the Truth and Reconciliation Commission Call to Action 57. The program is responsible for the development and delivery of corporate reconciliation-related learning.
- The Indigenous Applicant Advisory Service was piloted in 2019 and launched in 2020. The service assists Indigenous applicants to navigate the BC Public Service Hiring System and advises hiring managers on the identification of systemic barriers that Indigenous applicants face.
- The Indigenous Leadership and Mentorship Program is in its second iteration with 25 pairs of mentors and protégés from across 19 ministries. The program is intended to increase Indigenous representation in the public service, including at senior levels.
- The Indigenous Youth Internship is in its 16th year of operation and currently has 28 interns across 15 ministries and more than 350 alumni members.
- With respect to the Declaration Act Action Plan, action 3.1 was identified as a first-year activity. The PSA has started consultation and engagement with Indigenous partners on the co-development and delivery of essentials training for public servants. Actions 3.2 and 4.44 were identified as year-two activities and work will begin on these initiatives in the next fiscal year.
- The PSA is presenting an instructional design proposal to Indigenous partners this spring with the intention of piloting an Essentials for Everybody reconciliation-focused course in early summer. A multi-module learning program for decision makers, legislation and policy analysts and Indigenous-relations positions will also be created with Indigenous partners and will be piloted in early 2024.

KEY FACTS REGARDING THE ISSUE:

- Indigenous employees are underrepresented in the BC Public Service, especially at senior leadership levels.
- The PSA has representational data from BC Stats on Indigenous representation in the public service, with approximately 4.6% of the BC Public Service who identify as Indigenous in 2020. Further to that, 1.8% of executive leadership and 3.5% of management band leadership identify as Indigenous.

MINISTER ADVISORY NOTE

- Advice/Recommendations; Government Financial Information

**CONTACT: MELISSA THICKENS, A/ADM, PEOPLE AND ORGANIZATIONAL
DEVELOPMENT
PHONE: 250-213-5194**

**MINISTER ADVISORY NOTE
AS OF MARCH 17, 2023**

ISSUE: AUDITS AND REPORTING

ADVICE AND RECOMMENDED RESPONSE:

- The Public Service Agency has participated in a number of Audits and Reviews which led to the release of public facing reports.
- The Reports were generated by three independent offices: The Ombudsperson's Office, the Office of the Auditor General of BC and the Merit Commissioner's Office.
- The Ombudsperson's Office have accepted that government has fully implemented all 41 Misfire recommendations; additional monitoring of recommendations previously accepted as implemented has ended.
- The Office of the Auditor General reports include the following:
 - Gender Equity in the Public Service
 - Governance Framework of the Diversity and Inclusion Strategy "Where we all Belong" (report released March 14, 2023)
- The Merit Commissioner is responsible for producing a report, by May 31, 2023 regarding its actions under the legislation to monitor government's hiring practices, as well as our practices, policies, and standards respecting just cause dismissals.

SECONDARY MESSAGES:

Ombudsperson's Office:

- PIDA (the Public Interest Disclosure Act) provides a safe, legally protected way for current and former BC public sector employees to report serious or systemic issues of wrongdoing to their supervisor, a designated officer, or to the Ombudsperson.
- PIDA encourages transparency and accountability in government organizations. It provides current and past employees with a clear framework to disclose concerns about serious wrongdoing, while protecting them from reprisal. It also ensures that wrongdoings are investigated in a fair and effective manner.

- PIDA came into force on December 1, 2019 and applies to ministries, independent offices of the Legislature, and government bodies designated by regulation. Government implemented comprehensive human resources policies and procedures, corporate communications, and engagement plans to make employees and managers aware of the new processes and their responsibilities under PIDA.

Office of the BC Auditor General:

- The OAG has embarked on the following performance management reviews:
 - A gender equity audit: Interim report was produced which indicates that there is a gender wage gap in the B.C. Public Service. When compared with larger trends in the Canadian labour market, our results are consistent. Completing additional analysis will help further explain and illustrate what the gender wage gap looks like within the B.C. Public Service, however the data required is not currently accessible in the PSA datasets.
 - Governance Audit of the Diversity and Inclusion Strategy: The audit concluded that “The PSA had components of a governance framework in place, but elements were missing and we concluded that the PSA had not implemented an effective governance framework for its diversity and inclusion Where We All Belong strategy.”
 - The PSA will present to the Select Standing Committee on Public Accounts on April 19, 2023.

Merit Commissioner’s Office:

- The Annual Merit Performance Review focused on 269 competitions audited between April 1, 2021 to March 31, 2022.
- Based on this audit period, the BC Public Service demonstrated that 94% of competition processes were merit-based. Overall merit remains high, which is consistent with previous fiscal years reviewed.
- Of the processes audited, 99.6% were deemed qualified during this audit period. Of the 269 files audited, the Merit Commissioner was not able to confirm if references were conducted for one appointment and assigned a ‘qualifications not demonstrated finding.’
- The Merit Commissioner’s 2021/2022 annual report found that BC Public Service just cause dismissal files were well conducted, and all reviewed dismissal processes complied with requirements.

MINISTER ADVISORY NOTE

KEY FACTS REGARDING THE ISSUE:

- The Public Service Agency takes these audits and reviews very seriously and embraces any recommendations to improve transparency in business practices.

CONTACT: STEVEN EMERY, ADM, CORPORATE SERVICES
PHONE: 250-217-8823

**MINISTER ADVISORY NOTE
AS OF MARCH 13, 2023**

ISSUE: PUBLIC SERVICE RENEWAL FUND

ADVICE AND RECOMMENDED RESPONSE:

- **The Public Service Renewal Fund is an established approach for sharing the cost of corporate initiatives that support public service renewal and ensure the BC Public Service remains a competitive employer able to meet the needs of British Columbians.**
- **The fund is administered by the Public Service Agency and all ministries contribute to the fund annually on a per-FTE basis.**
- **The fund supports initiatives like corporate recruitment marketing and the Pacific Leaders Loan Forgiveness Program that forgives BC student loans for employees after three years of service, helping us attract new young talent from BC post-secondary programs.**
- **It also supports corporate recognition programs like the Premier's Innovation and Excellence Awards and the Long Service Awards to recognize the commitment and excellence of the BC Public Service employees across the province.**

CURRENT STATUS:

- **The Public Service Renewal (PSR) Fund is overseen by the Deputy Ministers' Committee on Public Service Renewal (DMCPSR), a sub-committee of the Deputy Ministers' Council chaired by the Deputy Minister to the Premier.**
- **Proposed allocations from the fund for fiscal 2023/24 have yet to be confirmed and will be determined based on the priorities of DMCPSR.**
- **The approved allocation for fiscal 2022/23 totaled \$12.424 million, with forecast actual recoveries of \$10.628 million. Primary drivers of the underspend include:**
 - **Lower than anticipated participation in the Long Service Awards recognition program.**
 - **Lower than anticipated uptake on the Pacific Leaders Loan Forgiveness Program.**
 - **Reduced contractor spending and salary lag across multiple program areas.**

- Resulting savings from lower than forecast expenditures are returned to contributing ministries.

KEY FACTS REGARDING THE ISSUE:

- The PSR Fund is administered by the BC Public Service Agency and, for more than a decade, has been used as a mechanism to fund corporate initiatives that support the goals of the BC Public Service as an employer.
- DMCPSR reviews and approves annual allocations for the PSR Fund. All initiatives currently funded are delivered by the BC Public Service Agency except for the Pacific Leaders Student Loan Forgiveness program and the Pacific Leaders Scholarships for Children of BC Public Service Employees program, which are administered by StudentAid BC.
- Currently funded programs and initiatives include:
 - Pacific Leaders Loan Forgiveness and Scholarship for Children of BC Public Service Employees programs.
 - Welcome to the Public Service oath and orientation events for new employees.
 - The Work Environment Survey and related employee engagement research projects.
 - Corporate recruitment marketing and advertising.
 - Corporate internal communications and engagement initiatives, including:
 - Premier's Innovation and Excellence Awards.
 - Long Service Awards.
 - Programs to support capacity-building for public service innovation, organizational culture change, and the adoption of flexible work.
- See Appendix 1 for funding by program area.

CONTACT: RUEBEN BRONEE, ADM, POLICY, INNOVATION AND ENGAGEMENT

PHONE: Government Financial
Information

MINISTER ADVISORY NOTE

APPENDIX 1: PUBLIC SERVICE RENEWAL FUND BY PROGRAM AREA

Program Area	21/21 Budget	22/23 Budget	22/23 Actual
Pacific Leaders (Children's Scholarships and Loan Forgiveness)	\$3,313,000	\$3,321,000	\$2,439,000
Oath/Orientation Ceremonies	\$402,000	\$402,000	\$350,000
Work Environment Survey	\$725,000	\$725,000	\$525,000
Corporate Recruitment Advertising	\$280,000	\$550,000	\$550,000
Recruitment Marketing (STOB 65) Salaries	\$479,000	\$519,000	\$445,000
Corporate Engagement and Communications (incl. Long Service Awards)	\$3,416,000	\$4,622,000	\$3,948,000
Innovation Hub	\$1,201,000	\$1,201,000	\$889,000
Behavioural Insights Group	\$1,084,000	\$1,084,000	\$865,000
HR Transformation	\$0	\$0	\$617,000
Total	\$10,900,000	\$12,424,000	\$10,628,000

**MINISTER ADVISORY NOTE
AS OF MARCH 15, 2023**

ISSUE: BC PUBLIC SERVICE AGENCY - TRAVEL

ADVICE AND RECOMMENDED RESPONSE:

- **BC Public Service Agency total travel as of March 15, 2023 was \$486,261.**
- **This was an increase of \$309,094 or 174% on 2021/22 travel of \$177,167.**
- **This was, however, only 50% of pre-pandemic travel expense levels of approximately \$1 million each year in fiscals 2019/20 and 2018/19.**
- **Travel expenditures increased due to relaxation of Covid-19 travel restrictions and return to in-person activities as required.**

BCPSA staff incurring the highest travel expenses in 2022/23 were:

Name	Title	Travel Amount	Reason for Travel
Korina Tsui	Exec Director, Labour Relations & Total Compensation	\$29,139	2022 GEU, PEA and MA Bargaining
Inderjit Randhawa	Assistant Deputy Minister	\$26,964	Executive and vendor meetings
Mark Offerhaus	Key Work Stream Specialist OHS	\$15,903	Employee training across the province
William Lakey	Medical Director, Workplace Health & Safety	\$15,245	Staff supervision and executive meetings
Lisa Perry	Videographer	\$11,851	Filming recruitment events across the province

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**MINISTER ADVISORY NOTE
AS OF MARCH 15, 2023**

ISSUE: BC PUBLIC SERVICE AGENCY – PROCUREMENT OF SERVICES

ADVICE AND RECOMMENDED RESPONSE:

- **Procurement Guiding Principles:**
 - Acquisitions are managed consistent with government policy and requirements of trade agreements.
 - Government receives best value for money.
 - Government buying power is leveraged through corporate supply arrangements (CSA's) where available.
 - Vendors have fair access to information on procurement opportunities, processes, and results.
 - Solicitation and contract award processes are managed in a prudent and unbiased manner.

- **Summary of contracts awarded to March 15, 2023.**

Procurement Type	Number of Contracts	Amount
Open competitive process posted on BC Bid	188	\$ 31,686,719
Another competitive selection process used	12	\$ 420,874
Direct Award - Public sector organization	1	\$ 9,160
Direct Award - Sole source	13	\$ 1,079,225
Direct Award - Confidentiality	3	\$ 90,000
Direct Award - Services and Construction Under \$25,000	8	\$ 160,500
Grand Total	225	\$ 33,446,478

- **Service contracts directly awarded by the BC Public Service Agency until March 15, 2023, totaled \$0.421M or 1% of the value of contracts awarded.**

- **The Benefits Vote had a further \$132.7M in claims or fee-based contracts. These contracts were procured through open competitive processes.**

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