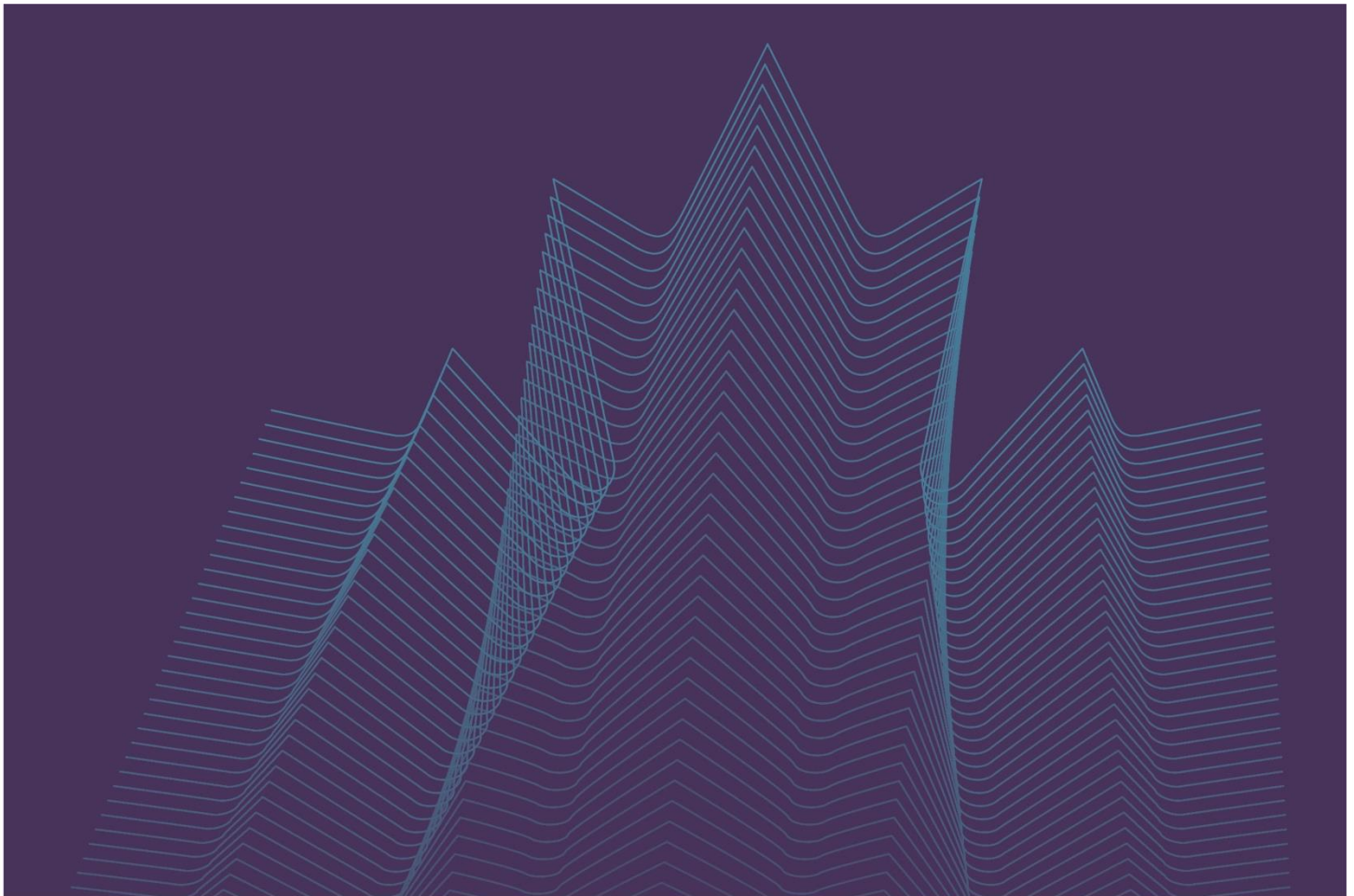




# Quarterly Financial Report

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For the period April 1 to June 30, 2020



# Quarterly Financial Report

For the quarter ended June 30, 2020

## 1. Introduction

This quarterly financial report should be read in conjunction with the Main Estimates for fiscal year 2020-21. It 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 [Directive on Accounting Standards, GC 4400 Departmental Quarterly Financial Report](#).

This quarterly report has not been subject to an external audit or review.

### 1.1 Authority and objectives

The Canada School of Public Service (the School) was created on April 1, 2004, when the legislative provisions of Part IV of the [Public Service Modernization Act](#) came into effect. The School is a departmental corporation in the Treasury Board portfolio, and its mission is set out in the [Canada School of Public Service Act](#).

A summary description of the School's programs can be found in its [2020-21 Departmental Plan](#).

### 1.2 Basis of presentation

This quarterly report has been prepared by management using expenditure-based accounting. The accompanying Statement of Authorities includes the School's spending authorities granted by Parliament, and those used by the department consistent with the Main Estimates for the 2020-2021 fiscal year. This quarterly report has been prepared using a special purpose financial reporting framework designed to meet financial information needs with respect to the use of spending authorities.

The authority of Parliament is required before money 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.

The School uses the full accrual method of accounting to prepare and present its annual departmental financial statements, which are part of the departmental results reporting process. However, the spending authorities voted by Parliament remain on an expenditure basis.

### 1.3 Financial structure

The School has a financial structure comprised of voted budgetary authorities for program expenditures which are paid from the Consolidated Revenue Fund. In addition, the School has statutory authorities for contributions to employee benefit plans and the authority to re-spend revenues.

# Quarterly Financial Report

For the quarter ended June 30, 2020

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

### 2.1 Total authorities for fiscal year 2020–2021

The authorities available for use in fiscal year 2020–2021 amount to \$68.5 million, which comprises \$48.3 million in voted appropriations and \$20.2 million in statutory funding.

A decrease of \$15.2 million in voted authorities available for use (from \$63.5 million to \$48.3 million) is due to the reduced supply of the Main Estimates. Due to the COVID-19 pandemic and limited sessions for Parliament to study supply, the Standing Orders of the House of Commons were amended to extend the study period into the Fall. The School expects to receive its full supply of the 2020-2021 Main Estimates by December 31, 2020.

Statutory authorities have decreased by \$1.5 million in 2020-2021 (from \$21.7 million to \$20.2 million). Statutory authorities in fiscal year 2020-2021 consist of \$6.7 million of forecasted spendable revenue, \$4.9 million of spendable revenue, brought forward from the previous fiscal year under the provisions of section 18(2) of the *Canada School of Public Service Act*, and \$8.6 million for employee benefit plans.

### 2.2 Planned expenditures for fiscal year 2020–2021

The School has planned expenditures of \$68.5 million for fiscal year 2020–2021, consisting of \$59.9 million for salaries and benefits and \$8.6 million for operating and maintenance. Compared with the same quarter last year, this is a decrease of \$16.7 million due to the reduced supply of the Main Estimates related to the COVID-19 pandemic. The School expects to receive its full supply of the 2020-2021 Main Estimates by December 31, 2020.

### 2.3 Expenditures for the quarter ended June 30, 2020

Compared with the same quarter last fiscal year, overall expenditures decreased by \$3.7 million (\$17.3 million versus \$21 million), primarily due to decreased spending in professional and special services (\$5.5 million), and in transportation and communications (\$0.4 million), partially offset by an increase in personnel expenditures (\$2.7 million).

The decrease in professional and special services is mainly due to a timing difference of a payment to Shared Services Canada processed in the first quarter last fiscal year. These expenditures are expected to be paid in the second quarter of the current fiscal year.

The decrease in transportation and communications is due to a reduction in travel as a result of the COVID-19 pandemic and related travel restrictions.

The increase in personnel costs reflects the fact that in 2019-2020 expenditures for employees who transferred to the School from other departments were processed later in the year.

## 3. Risks and uncertainties

The School's ability to meet its goals is dependent on the relevance and quality of its learning products, its technological capability to support access to these products, and its ability to respond to changing priorities and learning needs. The School manages financial resources prudently to be able to meet these challenges.

# Quarterly Financial Report

For the quarter ended June 30, 2020

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

In response to the COVID-19 pandemic, the School quickly shifted its delivery of learning and events to virtual.

Compared to the same period in 2019-2020, the School saw a 48% (69,374) increase in registration for online learning. Furthermore, although the number of events decreased by 45%, the number of participants increased by 40% (6,090).

The School's ability to adapt its service delivery was enabled by previous investments in mobile technology and the rapid implementation of collaboration tools which permitted its employees to effectively work remotely.

The School has also contributed to the COVID-19 government-wide efforts through the temporary unfunded assignment of employees to other departments.

## 5. Approval by senior officials

Approved by

(original version signed)

\_\_\_\_\_  
Taki Sarantakis  
President

\_\_\_\_\_  
August 12, 2020  
Date

(original version signed)

\_\_\_\_\_  
Tom Roberts  
Chief Financial Officer

\_\_\_\_\_  
August 10, 2020  
Date

# Quarterly Financial Report

For the quarter ended June 30, 2020

## Statement of Authorities (*unaudited*)

<i>(In thousands of dollars)</i>	Fiscal year 2020-2021		
	Total available for use for the year ending March 31, 2021*	Used during the quarter ended June 30, 2020	Year to date used at quarter-end
Vote 1 - Program expenditures	48,263	15,105	15,105
Budgetary Statutory Authority - Contributions to employee benefit plans	8,614	2,166	2,166
Budgetary Statutory Authority - Spending of revenues pursuant to subsection 18(2) of the <i>Canada School of Public Service Act</i>	11,635	-	-
<b>TOTAL AUTHORITIES</b>	<b>68,512</b>	<b>17,271</b>	<b>17,271</b>

<i>(In thousands of dollars)</i>	Fiscal year 2019-2020		
	Total available for use for the year ending March 31, 2020*	Used during the quarter ended June 30, 2019	Year to date used at quarter-end
Vote 1 - Program expenditures	63,478	17,225	17,225
Budgetary Statutory Authority - Contributions to employee benefit plans	8,739	2,185	2,185
Budgetary Statutory Authority - Spending of revenues pursuant to subsection 18(2) of the <i>Canada School of Public Service Act</i>	13,038	1,606	1,606
<b>TOTAL AUTHORITIES</b>	<b>85,255</b>	<b>21,016</b>	<b>21,016</b>

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

# Quarterly Financial Report

For the quarter ended June 30, 2020

## Departmental Budgetary Expenditures by Standard Object (unaudited)

	Fiscal year 2020-2021			Fiscal year 2019-2020		
	Planned expenditures for the year ending March 31, 2021*	Expended during the quarter ended June 30, 2020	Year to date used at quarter-end	Planned expenditures for the year ending March 31, 2020	Expended during the quarter ended June 30, 2019	Year to date used at quarter-end
<i>(In thousands of dollars)</i>						
<b>Expenditures</b>						
Personnel	59,948	16,011	16,011	65,860	13,318	13,318
Transportation and communications	1,170	16	16	1,879	437	437
Information	425	52	52	621	116	116
Professional and special services	7,186	1,035	1,035	14,398	6,567	6,567
Rentals	770	97	97	657	163	163
Repair and maintenance	410	1	1	2,394	1	1
Utilities, materials and supplies	205	6	6	351	60	60
Acquisition of machinery and equipment	1,386	4	4	2,083	163	163
Other subsidies and payments	(2,988)	49	49	(2,988)	191	191
<b>TOTAL BUDGETARY EXPENDITURES</b>	<b>68,512</b>	<b>17,271</b>	<b>17,271</b>	<b>85,255</b>	<b>21,016</b>	<b>21,016</b>

\* To conform to Government of Canada standard reporting guidelines, planned expenditures cannot exceed total authorities.