



Parole Board
of Canada

Commission des libérations
conditionnelles du Canada

Parole Board of Canada

Report on Annual Expenditures for Travel, Hospitality and Conferences for 2011-2012



As required by the Treasury Board [Directive on Management of Expenditures on Travel, Hospitality and Conferences](#), this report provides information on the total annual expenditures for each of travel, hospitality and conferences for the Parole Board of Canada (PBC) for the fiscal year ending March 31, 2012. It also provides the variance explanations from the previous fiscal year in each of these areas.

This information is updated annually and does not contain information withheld under the [Access to Information Act](#) or the [Privacy Act](#).

Expenditures on travel, hospitality and conferences incurred by federal departments and agencies are for the most part directly related to supporting departmental mandate(s) and the government's priorities.

The Parole Board of Canada is an independent administrative tribunal responsible for making decisions about the timing and conditions of release of offenders to the community on various forms of conditional release. The Board also makes record suspension decisions, and recommendations for clemency through the [Royal Prerogative of Mercy](#).

Legislation governing the Board includes the [Corrections and Conditional Release Act](#) (CCRA), the [Criminal Records Act](#) (CRA), and the [Criminal Code](#). The CCRA empowers the Board to make conditional release decisions for federal offenders and offenders in provinces and territories without their own parole boards. Provincial boards currently exist in Quebec and Ontario. The CRA entitles the Board to order, deny or revoke record suspensions for convictions under federal acts or regulations of Canada. The Governor General or the Governor in Council exercises authority regarding the use of the Royal Prerogative of Mercy for those convicted of a federal offence in all jurisdictions based on investigations by the Board and recommendations provided to the Minister of Public Safety.

The Board has one strategic outcome: Conditional release and pardon decisions and decision processes that safeguard Canadian communities. This strategic outcome is the cornerstone of the Board's public accountability and reporting of results.

For more information on the Department's mandate and activities please refer the department's Departmental Performance Report (DPR) at the following link: <http://www.pbc-clcc.gc.ca/rprts/rprt-eng.shtml>.

Total annual expenditures for Travel, Hospitality and Conferences of PBC are summarized below:

Expenditure Category (in thousands of dollars)	Expenditures for the year ending March 31, 2012	Expenditures for the year ending March 31, 2011	Variance
	(a)	(b)	(a - b)
Travel – Public Servants	\$2,419	\$2,298	\$121
Travel – Non-Public Servants	\$140	\$120	\$20
International Travel by Minister and the Minister’s Staff	\$0	\$0	\$0
Total Travel	\$2,559	\$2,418	\$141
Hospitality	\$28	\$17	\$11
Conference Fees	\$28	\$25	\$3
TOTAL	\$2,615	\$2,460	\$155

SIGNIFICANT VARIANCE COMPARED TO PREVIOUS FISCAL YEAR

TRAVEL:

Public Servants: Expenditures on departmental travel by public servants increased by \$121K or 5% over 2010-11.

The most significant component of this category is travel by Board members and Hearing Officers to correctional institutions to conduct conditional release hearings. Travel of this type increased in 2011-12 when accelerated parole reviews for first-time non-violent federal offenders were eliminated following the coming into force of the [Abolition of Early Parole Act](#), on March 28, 2011. Previously, under this accelerated process, the majority of eligible cases were reviewed on file once for both day and full parole in a Board office by one Board member, thus requiring less travel. With the abolition of the accelerated review process, day and full parole reviews for first-time non-violent federal offenders are now conducted as two separate processes. Both reviews require an in-person hearing at a correctional institution with the offender, two

Board members and a Hearing Officer. An additional 439 hearings were conducted for first-time non-violent federal offenders in 2011-12. This represents an increase of 79% for these types of hearings.

Two additional factors also contributed to the increase in public servant travel. First, there was an increase in training, and associated, travel for Board members and staff to prepare for changes resulting from the Abolition of Early Parole Act, and to prepare for the implementation of the [Safe Streets and Communities Act](#). Second, staff and management from the regions were required to fill national office vacancies on a temporary basis.

Non-Public Servants: Departmental travel expenditures related to non-public servants increased by \$20K.

The major contributing factor to this increase was a national meeting involving Elders who work with the Board held in the Prairies region in 2011-12; there was no comparable event in 2010-11. The Board paid travel related expenses for participating Elders.

Minister and Minister's Staff: Not applicable.

HOSPITALITY:

Departmental hospitality expenditures increased by \$11K over those in 2010-11.

The main reason for this was the national Elders meeting, referenced above. A second reason was the late settlement, in 2011-12, of an outstanding amount arising from the 2010-11 Annual Training on Risk Assessment (ATRA).

CONFERENCE FEES:

Departmental expenditures on conference fee expenditures increased by \$3K in 2011-12 compared to 2010-11.

The Board has a National Conference Committee that reviews and approves the participation of Board members and employees to regional, national and international conferences. In 2011-12, additional conference participation was approved.