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| Agency Name: | Leg Dept - Codification Of Laws & Legislative Council | | |
| Agency Code: | A150 | Section: | 91C |



**Fiscal Year FY 2025-2026
Agency Budget Plan**

FORM A - BUDGET PLAN SUMMARY

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| OPERATING REQUESTS <i>(FORM B1)</i> | For FY 2025-2026, my agency is (mark "X"): | |
| | <input type="checkbox"/> | Requesting General Fund Appropriations. |
| | <input type="checkbox"/> | Requesting Federal/Other Authorization. |
| | <input checked="" type="checkbox"/> | Not requesting any changes. |

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| NON-RECURRING REQUESTS <i>(FORM B2)</i> | For FY 2025-2026, my agency is (mark "X"): | |
| | <input type="checkbox"/> | Requesting Non-Recurring Appropriations. |
| | <input type="checkbox"/> | Requesting Non-Recurring Federal/Other Authorization. |
| | <input checked="" type="checkbox"/> | Not requesting any changes. |

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| CAPITAL REQUESTS <i>(FORM C)</i> | For FY 2025-2026, my agency is (mark "X"): | |
| | <input type="checkbox"/> | Requesting funding for Capital Projects. |
| | <input checked="" type="checkbox"/> | Not requesting any changes. |

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| PROVISOS <i>(FORM D)</i> | For FY 2025-2026, my agency is (mark "X"): | |
| | <input type="checkbox"/> | Requesting a new proviso and/or substantive changes to existing provisos. |
| | <input type="checkbox"/> | Only requesting technical proviso changes (such as date references). |
| | <input checked="" type="checkbox"/> | Not requesting any proviso changes. |

Please identify your agency's preferred contacts for this year's budget process.

| | <i>Name</i> | <i>Phone</i> | <i>Email</i> |
|---------------------------|----------------------|----------------|-------------------------------------|
| PRIMARY CONTACT: | Ashley Harwell-Beach | (803) 212-4500 | ashleyharwellbeach@scstatehouse.gov |
| SECONDARY CONTACT: | David Good | (803) 212-4500 | davidgood@scstatehouse.gov |

I have reviewed and approved the enclosed FY 2025-2026 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

| | | |
|--|--------------------------|----------------------------------|
| SIGN/DATE: TYPE/PRINT NAME: | <i>Agency Director</i> | <i>Board or Commission Chair</i> |
| | Ashley Harwell-Beach | 9/16/2024 |

This form must be signed by the agency head – not a delegate.

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FORM E – AGENCY COST SAVINGS AND GENERAL FUND REDUCTION CONTINGENCY PLAN

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|--------------|---|
| TITLE | Agency Cost Savings and General Fund Reduction Contingency Plan |
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| AMOUNT | \$206,447 |
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What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.

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| ASSOCIATED FTE REDUCTIONS | Four (4) or Five (5) |
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How many FTEs would be reduced in association with this General Fund reduction?

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| PROGRAM / ACTIVITY IMPACT | <div style="border: 1px solid black; padding: 5px;"> <p>Research and drafting services to the South Carolina General Assembly, production and maintenance of the Code of Laws and the Code of Regulations would be affected.</p> </div> |
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What programs or activities are supported by the General Funds identified?

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| SUMMARY | <p>The Legislative Council would have difficulty continuing to meet its core mission of providing efficient, quality research and drafting services to the General Assembly and updating and producing the Code of Laws and Code of Regulations in a timely manner. Efficiency and timeliness of these services could be impaired overall.</p> |
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Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations and provide the method of calculation for anticipated reductions. Agencies should prioritize reduction in expenditures that have the least significant impact on service delivery.

AGENCY COST SAVINGS PLANS

The Legislative Council provides professional drafting and research services to the General Assembly in addition to producing and maintaining the Code of Laws and the Code of Regulations. In order to reduce costs by more than \$50,000, professional staff would likely have to be let go, as there are no programs that could be eliminated or reduced, as the agency is all professional services. However, the Legislative Council continues to find ways to reduce costs and works with the Clerks of the Senate and House of Representatives to streamline processes, reduce duplication, and increase efficiency without sacrificing services to the General Assembly. Newly designed drafting software is assisting in modernizing our processes utilizing a more efficient method of drafting. This is allowing the Legislative Council to shift savings to other operating costs which have suffered increases due to inflation.

What measures does the agency plan to implement to reduce its costs and operating expenses by more than \$50,000? Provide a summary of the measures taken and the estimated amount of savings. How does the agency plan to repurpose the savings?