



GOVERNMENT OF
NEWFOUNDLAND AND LABRADOR

Office of the Executive Council

ANNUAL PERFORMANCE REPORT

2004 - 05

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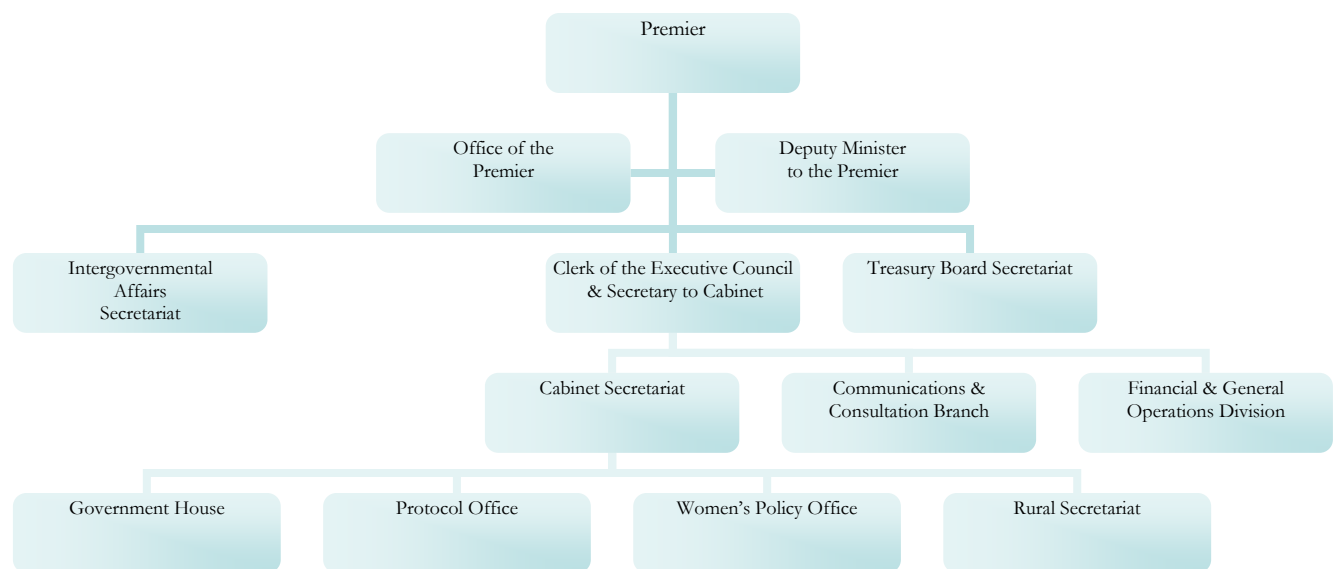
OVERVIEW OF THE OFFICE OF THE EXECUTIVE COUNCIL

The Office of the Executive Council plays a key role in supporting government's agenda and activities through central coordination and by providing professional, non-partisan support to the Premier and the other Cabinet Ministers.

The Office of the Executive Council is involved in a number of specific initiatives within government. This report documents the commitments, activities and accomplishments of the Cabinet Secretariat, Communications and Consultation Branch, and the Intergovernmental Affairs Secretariat in 2004-05, and the challenges they face for 2005-06.

The Office of the Executive Council includes the central agencies of government: Cabinet Secretariat, Communications and Consultation Branch, Intergovernmental Affairs Secretariat, Rural Secretariat, Treasury Board Secretariat and the Women's Policy Office. Treasury Board Secretariat, the Rural Secretariat, and the Women's Policy Office have provided separate annual reports to independently inform the public about their respective agencies.

Figure 1: Office of the Executive Council



VISION

The Office of the Executive Council envisions a strong, prosperous and self-reliant province where the rights of men, women and children are respected and all share equally in the opportunities to contribute to and benefit from economic and social development.

MISSION

The Mission of the Office of the Executive Council is to oversee the operations of government through effective planning and policy development and coordination of program and service delivery.

VALUES

The Office of the Executive Council is guided by the following values:

- Respect for the public interest and the democratic process;
- Professional integrity in ensuring that the Premier, the Cabinet and its Committees are provided with timely, accurate and comprehensive policy advice and information;
- Respectful and supportive workplaces in which communication, teamwork, diversity, creativity and leadership are encouraged and supported; and,
- Accountability, both individually and collectively, for actions, decisions and performance.

CABINET SECRETARIAT

In line with the overall management responsibilities of the Office of the Executive Council, Cabinet Secretariat ensures the effective and efficient operation of the Cabinet process, provides support to Cabinet and its Committees in setting overall government policy and coordinates initiatives that involve all or several departments.

SHARED COMMITMENTS

Due to the nature of its role as a central agency, Cabinet Secretariat partners with all government departments and agencies to ensure that emerging issues are appropriately managed. It also works with departments and other agencies throughout government to ensure that the Cabinet process, and by association, the policy development process, runs smoothly.

KEY PRIORITIES AND ACCOMPLISHMENTS

Cabinet Secretariat has identified the following strategic issues, which were the focus of some of the activities undertaken in 2004-05.

PROGRAM RENEWAL

During 2004-05, Government implemented a process of Program Renewal to comprehensively review all of Government's programs and services, both within and across departments, and all agencies, boards, and commissions. The Program Renewal Secretariat provided leadership and support to the process. The results of Program Renewal will serve as the foundation for subsequent exercises in organizational, strategic, human resources and operational planning, thereby remaining a dynamic influence throughout the Public Service.

ACCESS TO INFORMATION

On January 17, 2005, Government proclaimed the access provisions of the *Access to Information and Protection of Privacy Act*, which replaced the 1981 *Freedom of Information Act*. A significant change in the new legislation is the provision that allows the public access to Cabinet records that have been in existence for 20 years or more. With the proclamation of the new Act, Cabinet Secretariat received a significant increase in requests for information. In the first ten months of 2004-05, only four requests were made under the old Act, while eleven requests were made in the last two months of 2004-05. Government remains committed to openness and accountability and the protection of personal privacy.

PLANNING AND COORDINATION

Cabinet Secretariat plays a central role in maintaining and facilitating the communication of government priorities between the Executive Council and government departments. In this role, Cabinet Secretariat monitors progress on

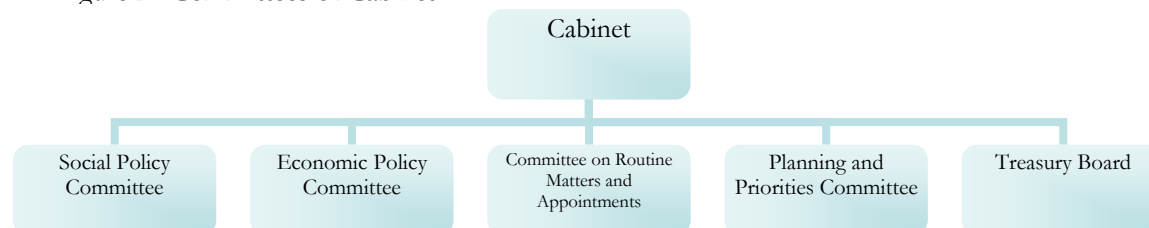
departmental planning and coordinates interdepartmental initiatives when appropriate. Cabinet Secretariat, in collaboration with the Office of Legislative Counsel and the Government House Leader, also plays a key role in coordinating the Government's legislative agenda.

SUPPORT OF CENTRAL DECISION-MAKING MECHANISMS

Cabinet Secretariat is responsible for the management of the Cabinet process, including provision of administrative support to the Cabinet and its committees and the monitoring of emerging issues requiring the consideration of Cabinet. This includes arranging meetings; preparing and circulating agendas, memoranda and other documents; recording, drafting, and circulating minutes of decisions; ensuring that any necessary actions are undertaken by the appropriate departments and agencies; and maintaining the official records of Cabinet. In 2004-05, Cabinet Secretariat provided support to more than 90 Cabinet and Cabinet committee meetings.

Cabinet met outside of the capital city five times in 2004-05 as a full Cabinet and twice as Cabinet Committees. Cabinet Secretariat provided support to these regional visits by managing administrative processes and logistics, and by ensuring that Cabinet members had access to all necessary information to make informed recommendations and decisions.

Figure 2: Committees of Cabinet



SUPPORT TO THE HEAD OF THE PUBLIC SERVICE

Cabinet Secretariat supports the Office of the Clerk of the Executive Council in its role as Head of the Public Service, through which it is responsible to the Premier for the overall effectiveness of the public service.

FACILITATING COMMUNICATION

The Office of the Clerk of the Executive Council hosted a retreat for Deputy Ministers in 2004-05. The purpose of the retreat is to provide a forum for Deputy Ministers to discuss government's priorities and make plans for effective implementation of these priorities.

Similarly, the Clerk holds weekly meetings for the Deputy Minister group for the purpose of information sharing and engaging in discussion of immediate matters that affect the public service and the delivery of programs and services.

SETTING PRIORITIES

In 2004-05, the Office of the Clerk continued the expanded focus of the committee of deputy ministers, which had been tasked to take on broader strategic human resource issues that affect the entire public service.

The Strategic Human Resource Management Committee leads the implementation of the strategic human resource plan for the public service, including an examination of current practices and issues in the delivery of human resource services. It also makes recommendations on operational human resource issues for action by Treasury Board, the Public Service Commission and departmental human resource management units.

RECOGNIZING EXCELLENCE

The Public Service Award of Excellence was established to recognize the outstanding contributions of public service employees in the areas of leadership, innovation, valuing people, and excellence in service delivery. Two teams and seven individuals were selected to receive the award in 2004.

ENHANCING INTERNAL PROCESSES

Cabinet Secretariat is responsible for establishing, coordinating and communicating throughout government the standards and processes surrounding the Cabinet decision-making process, and for policy development and information management.

In 2004-05, Cabinet Secretariat maintained the Senior Management Intranet, a secure Web site that facilitates communication between central agencies and line departments. Through this site, Cabinet Secretariat provides updated information on appointments to Crown agencies, boards, and commissions, as well as ensuring that other resources, templates, and policies are regularly accessible by departments.

INFORMATION MANAGEMENT

In 2004-05, Cabinet Secretariat continued to focus its efforts toward enhancing the effectiveness of its role in the Cabinet process. This was undertaken, in part, through the continued improvement of information management practices and continued expansion and refinement of the electronic document management system. These efforts to improve the management and security of Cabinet Secretariat's information assets will ensure the availability of accurate, comprehensive and current information.

POLICY AND PLANNING CAPACITY BUILDING

Cabinet Secretariat continues an open dialogue with departmental planning coordinators to ensure that government's capacity to plan and develop effective policy continues to develop. In 2004-05, Cabinet Secretariat, Treasury Board Secretariat, and the Communications and Consultation Branch coordinated the preparation and tabling of departmental and public body annual reports for 2003-04.

COMMUNICATING THE PROCESS

The development and implementation of the "Decision-Making Process" learning series was intended to increase employee awareness of the Cabinet process, to improve the level of communication between government departments and Cabinet Secretariat and, thereby, to increase the effectiveness of our policy development and service delivery processes. In 2004-05, the course continued to be received with great interest, and has been delivered to a number of government departments to date.

PROTOCOL ACTIVITIES

The Protocol division of Cabinet Secretariat is responsible for coordinating events and ceremonies, administering certain awards and recognition programs and advising on protocol matters. This division works closely with the Clerk and Deputy Clerk, among other advisory committee members, to support the development and establishment of province-wide awards and recognition programs, such as the Order of Newfoundland and Labrador. The division is responsible for all aspects of diplomatic visits by arranging appointments, briefing sessions, tours and follow-up requirements to meet objectives so as to promote political and trade relations. Protocol has the responsibility for the planning and conduct of State occasions (i.e. banquets and receptions) and other types of hospitality functions.

2004-05 Activities

In 2004-05, the Protocol Office coordinated 14 diplomatic and consular visits, including state visits from: China; Ambassador Eric Hayes of The European Union; Ambassador Philippe Guelluy of France; Ambassador Christian Pauls of Germany; Ambassador Gudmundur Eiriksson of Iceland; Mr. Divyabh Manchanda, Consul General of India; Mr. Michael Hearn, Minister in Ireland; Ambassador Soo-taek Rhee of Korea; Mr. Bernard Pillonel, Consul General of Switzerland; Ambassador David Reddaway of the United Kingdom; Ambassador Paul Cellucci of the United States; Mr. Michelle Freymuth, Consul General of France; and Mr. Fred de Bruin, Consul General of The Netherlands. Protocol also assisted in the co-ordination of the visit of President George W. Bush to Halifax as well as with the Premier's visit with the President of the United Mexican States, Vincente Fox Quesada, while in Ottawa.

There were also several Stopovers in the province; the Prime Minister of Sweden, President of Poland, the President of Latvia and the Prime Minister of The

Netherlands. The Protocol Division also assisted Intergovernmental Affairs with planning for the New England Governors & Eastern Canadian Premiers Conference.

OPPORTUNITIES AND CHALLENGES AHEAD

Cabinet Secretariat's opportunities and challenges for the future primarily involve further enhancing administrative processes and continually improving capacity in the areas of information management, policy and planning, accountability and communication.

- Cabinet Secretariat will improve its ability to provide policy support and coordination to Cabinet, Cabinet committees and government departments through increased cooperation and communication.
- Cabinet Secretariat will continue to support the enhancement of policy capacity throughout government with an emphasis on gender, rural, Labrador and environmental impacts.
- Cabinet Secretariat will continue to work with other government departments and Treasury Board Secretariat to enhance the planning and coordination capacity in government particularly in relation to the *Transparency and Accountability Act*.
- Cabinet Secretariat will continue to assist the Clerk celebrate the achievements of our employees through the Public Service Award of Excellence.
- Cabinet Secretariat will continue to refine internal information management practices and share lessons learned with other government departments.

INTERGOVERNMENTAL AFFAIRS SECRETARIAT

The Intergovernmental Affairs Secretariat (IGAS) serves as the central source of support and advice on intergovernmental relations for the Premier, other Ministers and line departments and works to ensure that the Province's interests and concerns are effectively advanced in multilateral and bilateral intergovernmental fora. IGAS achieves this by monitoring and analyzing other jurisdictions' intergovernmental issues and policies, providing timely information to the Premier and others, attending intergovernmental meetings with the Premier and others, and participating in meetings of intergovernmental affairs officials.

SHARED COMMITMENTS

IGAS works in partnership with all government departments and agencies to ensure effective management of intergovernmental issues that may affect one department or agency and those that may affect more than one entity. In the former case, IGAS' role is primarily advice and assistance; in the latter, IGAS also provides an important coordinating function.

KEY PRIORITIES AND ACCOMPLISHMENTS

In 2004-2005, IGAS played partnership and lead roles to advance the Province's interests through a range of intergovernmental fora; key accomplishments and priorities focused on support to the Premier in his meetings and negotiations with the federal government and the provinces and territories.

ADVANCING THE PROVINCE'S INTERESTS

First Ministers' Meeting on Health Care

In September, 2004, IGAS supported the Premier and the Departments of Health and Community Services and Finance in preparation for a special First Ministers' Meeting (FMM) on health care. The meeting resulted in a new health care agreement between the federal government and the provinces and territories valued at \$41 billion over ten years; the Province's share of this fund will be approximately \$669 million. Entitled, "A Ten-Year Plan to Strengthen Health Care," the 2004 Health Accord reaffirms provinces', territories' and the federal government's ongoing priorities and places substantial significance on reducing wait times.

First Ministers' Meeting on Aboriginal Issues

Also in September, 2004, IGAS supported the Province's participation in a special meeting of First Ministers and Aboriginal Leaders in Ottawa, during which agreement was reached for the development of a Blueprint on Aboriginal Health. First Ministers also committed to work with NAO Leaders to convene a FMM on Aboriginal issues, including the critical determinants of health, to be held in Fall 2005.

First Ministers' Meeting on Equalization

In October, 2004, IGAS supported the Premier and Department of Finance in preparation for the FMM on Equalization. Federal-provincial discussions regarding amendments to the Atlantic Accord had not concluded and an agreement had not been reached, as anticipated; therefore, Premier Williams did not attend the FMM on Equalization.

At the equalization meeting, the Prime Minister announced a new ten-year equalization arrangement through which NL received an extra \$87 million in equalization entitlement in 2004-2005 (for a total transfer of \$762 million) and will receive \$100 million extra in 2005-2006 (for a total equalization transfer of \$861 million). Prime Minister Martin also established an expert review panel to provide advice regarding provincial entitlement beyond 2005-2006; the panel's report will be tabled by the end of 2005.

A New Arrangement for Offshore Revenues

In this reporting period, IGAS provided support to the Premier and Department of Finance in their efforts to secure amendments to the Atlantic Accord. In February, 2005, a new arrangement on the sharing of offshore resources was achieved. Through this agreement, the federal government recognizes that the Province has not been the principal beneficiary of its offshore petroleum resources and provides to the Province 100 per cent of provincial tax revenues, by eliminating equalization claw backs. An advance payment of \$2 billion represents a non-refundable floor on the amount of offset payments generated by the 2005 Accord during the first eight-year term of the agreement.

Council of the Federation (COF)

During the reporting period, IGAS provided the necessary support for the Premier as a member of the Council of the Federation. The COF met three times in the reporting period: July 28-30 in Niagara-on-the-Lake; September 1-2, in Toronto; and October 25-26 in Ottawa. Key national areas of focus on the COF work plan in 2004-2005 included:

- **Positioning on Issues of National Importance:** COF played a critical role in positioning provinces and territories leading into the FMMs held on Health Care and Equalization (in September and October, 2004, respectively).
- **Improving Canada-US relations** – Premiers committed to work closely with the federal government in the design and delivery of a revitalized federal/provincial/territorial agenda for Canada-U.S. relations and agreed to continue pursuing a new working relationship between COF and the U.S. National Governors' Association.

- **Improving Domestic Trade Flows** – Provinces and territories made significant progress towards implementing the COF work plan on Internal Trade. Improvements were made to the dispute settlement, decision-making, and procurement processes for the Agreement on Internal Trade.

At the summer meeting in 2005, Premier Williams will assume the position of Vice-Chair of the COF. Throughout 2004-2005, IGAS has collaborated with provincial/territorial counterparts and across provincial departments to prepare the Premier to fulfil his duties as Vice-Chair.

Council of Atlantic Premiers (CAP)

In June, 2004, IGAS supported the Premier when the Council met to further regional cooperation and promoting Atlantic Canadians' interests on national issues. At the Wolfville, NS meeting, the Atlantic premiers reaffirmed their commitment to Canada's public health care system and sought federal government cooperation in the area of economic development. In 2004, planning began on a new CAP Action Plan for regional cooperation, to be released in 2005. IGAS has coordinated provincial departments' contributions to the plan.

In November, 2004, IGAS planned and coordinated the Premiers' trip to Toronto to promote investment and economic opportunities in Atlantic Canada. Premiers met with key business leaders and emphasized the strategic advantages of locating businesses in the Atlantic region: its proximity to markets in Europe and the eastern seaboard of the United States; lower costs of doing business; an educated workforce with a high participation rate; and easier access to government and to research.

New England Governors'-Eastern Canadian Premiers' (NEG-ECP) Conference

The 29th NEG-ECP Conference, which was scheduled for August 2004 in St. John's, was postponed until August 2005 due to scheduling problems caused by the U.S. presidential and gubernatorial elections. The postponement occurred only 10 days prior to the event. In preparation for the conference, IGAS: worked with other jurisdictions to develop the agenda and common briefing materials; redesigned the NEG-ECP conference program, based on instruction from the previous conference; developed and implemented all logistical arrangements; and, developed and produced Premier Williams' briefing materials, in consultation with other departments.

National Defence

The future viability of foreign military training at 5-Wing Goose Bay is one of Government's top priorities. During the reporting period, IGAS coordinated the Province's interaction with the Department of National Defence on initiatives to enhance the effectiveness and cost-efficiency of foreign military flight training.

IGAS also provided support for key meetings between the Minister Responsible for Labrador Affairs, the Honourable Trevor Taylor, and the Minister of National Defense, the Honourable Bill Graham and Minister of Natural Resources, the Honourable John Efford, regarding the future of the base. In addition, IGAS provided support to Minister Taylor when he presented to the Senate Committee on National Defense on the importance of the installation.

In 2004-2005, Government renewed the annual Memorandum of Understanding (MOU) with the Department of National Defense to oversee the Wildlife Monitoring and Mitigation Program for the foreign military training program. IGAS assisted in these negotiations and coordinated Government's continued participation in the International Participants' Conference and sub-committees, which oversee the implementation of the multi-national MOU governing the flight training program at 5-Wing Goose Bay.

Diplomatic Visits

As in other years, in this reporting period IGAS continued to provide support to the Premier and Ministers during diplomatic visits from officials representing other sovereign governments, including Ministers, ambassadors, consuls general and honorary consuls.

Coordinating the Province's Intergovernmental Activities

In 2005-2006, IGAS provided strong coordination of the Province's intergovernmental activities. Ministers and department officials received timely monitoring, information and analysis on issues of provincial importance occurring in other jurisdictions, including positions and policies of federal and other jurisdictions having an impact on the province. This included political (elections/executive/legislative), fiscal (budgets), and economic activities. IGAS provided advice to departments and ensured consistency in the Province's positions, in addition to assisting departments to negotiate and conclude intergovernmental agreements and prepare appropriate submissions to inform the Cabinet decision-making process.

Program Renewal

In 2004-2005, IGAS was an active participant in Government's review of programs and services.

OPPORTUNITIES AND CHALLENGES AHEAD

Opportunities and challenges for IGAS in 2005-2006 focus on continuing to aggressively advance the Province's interests within the context of a continually changing intergovernmental environment.

Health Care and Community Services

Health care remains a priority for Canadians. In 2005-2006, IGAS will continue its work with the Department of Health and Community Services to ensure that the 2004 “Ten-Year Plan to Strengthen Health Care” is implemented so as to maximize the benefits to Newfoundlanders and Labradorians. IGAS will also continue to work with the federal government and department officials to conclude a new five-year funding Agreement on Early Learning and Child Care.

First Ministers’ Meeting on Aboriginal Issues

The FMM on Aboriginal Issues will be held on November 25, in Kelowna, BC. In 2005-2006, IGAS will work with the Department of Labrador and Aboriginal Affairs and other relevant government agencies to participate in the planning process for this FMM, to develop provincial positions and to prepare for the Province’s participation during the meeting. In addition, IGAS will assist in the Province’s fulfillment of obligations arising from the meeting’s outcomes.

Equalization and Fiscal Imbalance

Provinces and territories recognize that the emergence of large and growing federal surpluses reflects an opportunity for the federal government to correct the vertical (between federal and provincial governments) and horizontal (between provinces) fiscal imbalances in the Canadian Federation. This fiscal imbalance negatively affects the provinces’ abilities to provide comparable levels of service at comparable levels of taxation. This province’s position is that the horizontal imbalance must be addressed before curing the vertical imbalance, to ensure that the federal government is able to meet its commitments under the Constitution Act, 1982. A strengthened Equalization program should be the first priority for addressing the horizontal fiscal imbalance.

In 2005-2006, IGAS will continue to provide support for the Premier and the Department of Finance in presenting the province’s position on the need for a strengthened Equalization program and ensuring that any additional federal funding for this program is allocated on the basis of fiscal capacity. Specifically, IGAS will help to coordinate the Province’s submission to the Federal Panel on Equalization, which was established by the Prime Minister in October, 2004. The Panel’s report will be tabled by the end of 2005 for implementation in the 2006-07 fiscal year.

Council of the Federation (COF)

In February, 2004, Premiers identified health care, the fiscal imbalance and internal trade as priorities in their 12-point work plan. In 2005-2006, IGAS will continue to collaborate with counterparts in other jurisdictions and across government departments to provide the Premier with timely support, analysis and advice on work plan priorities.

At the COF meeting in October, 2004, Premiers announced they would establish a panel of experts to examine underlying causes of fiscal imbalance and make recommendations to restore fiscal balance. The panel's report will be completed by the end of 2005. IGAS will coordinate the Province's contribution to the panel and collaborate with the Department of Finance on analysis of the panel's final report for the Premier's consideration.

Premiers will meet in Banff, Alberta, on August 11 and 12, 2005, for the annual summer COF meeting. In preparation for this meeting, IGAS will collaborate with provincial/territorial counterparts to develop the meeting agenda, prepare briefing materials and provide on-site support to the Premiers.

In July, 2006, the Province will host the annual summer COF meeting and the Premier will assume the role of Chair for 2006-2007. Throughout 2005-2006, IGAS will continue to develop the Province's capacity to plan and host a successful conference and effectively discharge the duties of Chair. This will be accomplished through collaboration with provincial/territorial counterparts and across provincial departments, to develop shared analysis and common positions and achieve an integrated and coordinated approach to federal-provincial-territorial relations.

Council of Atlantic Premiers (CAP)

In 2005-2006, IGAS will collaborate with Atlantic counterparts and coordinate provincial departments' efforts to develop a new CAP Action Plan, presenting joint initiatives for regional cooperation during the period 2005-2008. The plan will be released in 2005. Upon its release, IGAS will assist provincial department officials in the implementation of the Plan.

Premiers will meet in New Brunswick in June, 2005, to approve and release the 2005-2008 Action Plan, to discuss matters of regional importance, and to prepare for the COF meeting, which is scheduled for August 11 and 12, in Banff. IGAS will help to develop the CAP agenda, coordinate preparation of briefing materials, and provide on-site support during the meeting.

New England Governors'-Eastern Canadian Premiers' Conference

In 2005-06, IGAS will prepare for and support the Premier as Host and Co-chair of the New England Governors'-Eastern Canadian Premiers' Conference by: working with other jurisdictions to develop the agenda and common briefing materials; designing the conference program; developing and implementing all logistical arrangements; developing and producing Premier Williams' briefing materials, in consultation with other departments; providing on-site support for the Premier, the provincial and other delegations; and, working closely with the Department of

Industry, Trade and Rural Renewal to develop and execute a parallel 'reverse trade mission'. Following the conference, IGAS will work with provincial departments and agencies and other jurisdictions to implement conference outcomes and directions.

National Defence

The military presence at 5-Wing Goose Bay has always been important to Labrador and the entire province. In 2005-2006, only the Italian and German Air Forces will engage in training at the base. IGAS will continue to work with local stakeholders to persuade the federal government to increase and diversify military training activity at 5-Wing Goose Bay and to promote diversification opportunities for surplus base infrastructure.

On January 23, 2005, the federal government announced a study to examine options for military and economic diversification initiatives at 5-Wing Goose Bay. The report will be completed during the 2005-06 fiscal year. IGAS will coordinate analysis of the report and the Province's response to it.

Fisheries

Foreign vessels continue to prosecute fisheries on the Nose and Tail of the Grand banks, in violation of quotas and conservation rules established by the Northwest Atlantic Fisheries Organization (NAFO). In 2005-2006, IGAS will continue to work with the Department of Fisheries and Aquaculture and the federal government to achieve improved performance within NAFO.

In May, 2005, the Province will host an international fisheries conference chaired by the federal Minister of Fisheries and Oceans, the Honourable Geoff Regan. The focus of the conference is to improve management of high seas fisheries and identify how to protect and rebuild fish stocks. IGAS will participate in that meeting, in order to assist in supporting and advancing the Province's position on these important issues.

Program Renewal

Throughout 2005-2006, IGAS will maintain a continuous evaluation process to ensure the precepts of Program Renewal inform the work of the Secretariat.

Appointment of a New Minister for Intergovernmental Affairs

On March 11, 2005, Premier Williams appointed the Honourable Tom Marshall, Q.C., Minister of Justice and Attorney General, as Minister for Intergovernmental Affairs. In the coming year, IGAS will continue to provide support to the Premier, as lead on many intergovernmental issues, and will support Minister Marshall in his new role.

Year of the Veteran

The Government of Canada declared 2005 the *Year of the Veteran*, to celebrate and honor the contributions and sacrifices to our Canadian war veterans. In 2005, IGAS will support Minister Marshall in his responsibility for the *Year of the Veteran*.

Commemorative ceremonies are planned to recognize the anniversary of the Victory in Europe, May 8, the anniversary of Beaumont Hamel, July 1, and Remembrance Day, November 11.

COMMUNICATIONS AND CONSULTATION BRANCH

The Communications and Consultation Branch manages government's corporate communications function, provides strategic communications advice and support to the Premier, Cabinet, and Executive Council, and co-ordinates government-wide communications.

SHARED COMMITMENTS

As a central agency, Communications and Consultation Branch works with departments and agencies throughout government to ensure that effective communications and consultation policies are developed and implemented.

The Branch provides senior communications counsel to departments and agencies, as well as guidance and support for specific initiatives and coordination of multi-departmental activities; provides media monitoring service; distributes news releases and related documents; provides support for website development and maintenance, and news conference management.

The Branch works with Cabinet Secretariat, providing communications counsel and support of public policy initiatives, and for corporate initiatives such as the Order of Newfoundland and Labrador and the Public Service Award of Excellence.

The Branch also assists the Centre for Learning and Development (CLD) in the development and delivery of training programs that enhance government's internal and external communications capacity.

The Branch also provides communications support and counsel for intergovernmental initiatives, such as those relating to the Council of Atlantic Premiers.

KEY PRIORITIES AND ACHIEVEMENTS

Communications and Consultation Branch focused on the following strategic priorities in 2004-05.

- Undertook a review of communications and consultations policies (ongoing).
- Developed and successfully piloted a model for Internet-based public consultation as a means to enhance more traditional methods of consultation.
- Provided strategic counsel, support, management and overall communications co-ordination for Budget 2005-06, the Atlantic Accord, the launch of the Order of Newfoundland and Labrador.

- Oversaw the development of a corporate Intranet site as a vehicle to enhance internal communications, and participated in the planning and execution of the 2005 Public Service Week activities.

OPPORTUNITIES AND CHALLENGES AHEAD

Since it was established in 1996, the Communications and Consultation Branch has led the continued evolution of professional communications policies and practices throughout government. Significant improvements have been made in many areas; however, but more are needed. As the Branch moves into its tenth year of operation, 2005-06 will be an appropriate juncture for the Branch to review its mandate and structure to determine if changes are necessary to ensure the Branch is as effective as it can be in its strategic communications support and counsel roles.

The Branch will also:

- Review and revise the editorial style used for news releases and related public communications documents;
- Participate with the Office of the Chief Information Officer in development of a new Web strategy;
- Work to expand professional development opportunities to strengthen communications capacity throughout government.

FINANCIAL STATEMENTS

OFFICE OF THE EXECUTIVE COUNCIL
UNAUDITED STATEMENT OF EXPENDITURE AND RELATED REVENUE
SUMMARY
FOR THE YEAR ENDED MARCH 31, 2005

	<u>Actual</u>	<u>Amended</u>	<u>Original</u>
	\$	\$	\$
PREMIER'S OFFICE			
2.1.01 Premier's Office	\$1,423,139	\$1,556,200	\$1,556,200
CABINET SECRETARIAT			
2.2.01 Executive Support	\$1,120,803	\$1,151,500	\$1,338,500
2.2.02 Economic and Social Policy Analysis	\$435,751	\$460,900	\$460,100
2.2.03 Offshore Fund – Administration	\$0	\$0	\$0
Less Revenue	(\$60,186)	(\$0)	(\$0)
2.2.04 Advisory Councils on Economic and Social Policy	\$75,797	\$98,500	\$142,600
2.2.05 Protocol	\$280,491	\$322,600	\$377,900
2.2.06 Senior Management Development	\$34,816	\$35,000	\$16,500
2.2.07 Program Renewal	\$442,211	\$462,300	\$0
Total Cabinet Secretariat	<u>\$2,329,683</u>	<u>\$2,530,800</u>	<u>\$2,335,600</u>
INTERGOVERNMENTAL AFFAIRS SECRETARIAT			
2.3.01 Minister's Office	\$1,784	\$50,000	\$50,000
2.3.02 Executive Support	\$753,292	\$876,200	\$1,009,700
2.3.03 Policy Analysis and Coordination	\$556,110	\$610,600	\$701,500
2.3.04 Ottawa Office	\$200,982	\$240,000	\$350,000
Total Intergovernmental Affairs Secretariat	<u>\$1,512,168</u>	<u>\$1,776,800</u>	<u>\$2,111,200</u>
COMMUNICATIONS AND CONSULTATION			
2.4.01 Communications, Consultation, Internet Operations and Graphic Support	\$989,167	\$1,006,600	\$635,900
FINANCIAL ADMINISTRATION			
2.5.01 Financial Administration	\$702,360	\$722,000	\$800,100
RURAL SECRETARIAT			
2.6.01 Rural Secretariat	\$1,643,591	\$1,700,000	\$1,700,000
WOMEN'S POLICY			
2.7.01 Women's Policy Office	\$1,342,233	\$1,388,200	\$1,447,000
2.7.02 Provincial Advisory Council on the Status of Women	\$297,600	\$297,600	\$297,600
Total Women's Policy	<u>\$1,639,833</u>	<u>\$1,685,800</u>	<u>\$1,744,600</u>
TOTAL OFFICE OF THE EXECUTIVE COUNCIL	\$10,239,941	\$10,978,200	\$10,883,600

Expenditure and revenue figures included in this document are based on the Public Accounts.