

# BUSINESS PLAN 2017–20

## Executive Council

### ACCOUNTABILITY STATEMENT

This business plan was prepared under my direction, taking into consideration the government's policy decisions as of March 3, 2017.

*original signed by*

Rachel Notley, Premier

### MINISTRY OVERVIEW

The ministry consists of the Department of Executive Council.

The Department of Executive Council supports the premier, Cabinet and government ministries to deliver and communicate government's agenda, and ensures that Alberta's interests are advanced across Canada and internationally. This involves:

- providing leadership to the Alberta Public Service and government ministries;
- leading strategic planning and policy development and coordination for government;
- supporting the government's decision-making process;
- helping ministries communicate with and engage Albertans;
- leading the interactions and partnerships with other governments within Canada and internationally;
- planning and coordinating state, official, and working visits involving Alberta government officials.

A more detailed description of Executive Council and its programs and initiatives can be found at [www.alberta.ca/executive-council.cfm](http://www.alberta.ca/executive-council.cfm).

### STRATEGIC CONTEXT

The outcomes and key strategies identified in this business plan are aligned with the strategic direction of the Government of Alberta.

Alberta continues to manage within a difficult economic context, putting pressure on families and businesses. Significant efforts have been made to provide stability to health care, education, and other services Albertans rely on, and the province continues to demonstrate resiliency and capitalize on available opportunities. The devastating wildfire in the Regional Municipality of Wood Buffalo impacted citizens across the province, and contributed to the existing economic constraints Alberta faces.

This government is focused on stimulating economic growth and building a strong future for our province. This will be achieved through the diversification of the economy, making investments in education, and being leaders in climate change. Alberta's Jobs Plan will diversify energy production and markets, and expand economic opportunities into sectors such as agri-food, tourism, technology and manufacturing. Investments in infrastructure will also contribute to stability, with key projects planned or underway across the province.

Strategies are in place to make the lives of Albertans better, with a focus on education that spans kindergarten to workforce. Investments in education and improvements in curriculum will ensure Albertans have the skills they need to become active participants in our society, with training and supports available throughout their careers.

Government is focused on being a national leader on climate change, promoting the development and construction of clean, renewable energy sources. Significant work has already been done and we will continue these efforts to get Alberta's resources to tidewater, which will broaden our markets into the global sphere. These changes will shift Alberta towards a more diversified, resilient, and clean economy.

Executive Council has an overarching responsibility to ensure the successful coordination and communication of policies and initiatives identified by ministries, which contribute to the broader strategic goals of government. This is undertaken through support to the planning, administration, and reporting of Cabinet and Cabinet Committees' decision-making processes, include providing advice and guidance on legislative issues. Executive Council shares in the strategic risks identified by ministries due to its coordination and policy role, and as such, will collaborate with other ministries to ensure that Cabinet decisions are implemented in a timely, thoughtful, and efficient manner. The ministry will communicate with Albertans so that citizens are aware of government priorities and are engaged in the decisions that affect them.

## OUTCOMES, KEY STRATEGIES AND PERFORMANCE MEASURES

### Outcome One: **Government's agenda is clearly defined and communicated to ministries to ensure its effective implementation**

The premier and Cabinet require objective, comprehensive and coordinated information to make, communicate and implement decisions. Executive Council supports government decision-making by providing advice and guidance on operations, policy and legislative issues.

#### Key Strategies:

- 1.1 Provide advice and support to ministries in aligning policy and legislative proposals and assisting government in the implementation of public policies, programs and services.
- 1.2 Provide advice and information to the premier and Cabinet in relation to government's policy and legislative priorities to support informed decision-making.

Performance Measures	Last Actual 2015-16	Target 2017-18	Target 2018-19	Target 2019-20
1.a Satisfaction of ministries with the services they receive from Executive Council	82%	85%	90%	95%
1.b Satisfaction of ministries with communications and support services they receive from Executive Council	75%	80%	85%	90%

#### Linking Performance Measures to Outcomes:

- 1.a Information gathered from ministries about the current level of satisfaction with services will help identify current strengths and areas where services can be improved.
- 1.b This measure will ensure the ministry is held accountable for providing communications leadership, advice and support to government ministries.

## Outcome Two: **Alberta's priorities are advanced across Canada**

Executive Council leads the coordination and advancement of Alberta's priorities as they relate to other governments across Canada. The ministry coordinates Alberta's leadership and participation within the Canadian federation to serve the needs of Albertans and Canadians. Partnerships with government ministries support effective engagement at intergovernmental meetings, and the ministry works with its partners, clients and affected parties to develop intergovernmental strategies on issues of importance to Albertans to address challenges and capitalize on new opportunities.

The ministry welcomes and coordinates visits by heads of state or representatives from other governments interested in seeing firsthand what Alberta has to offer, with the goal of building partnerships that advance Alberta's priorities and interests.

### Key Strategies:

- 2.1 Build and maintain strong relationships with federal, provincial and territorial governments, advocating for Alberta's interests on issues of importance to Albertans.
- 2.2 Collaborate with other ministries to define intergovernmental strategies that ensure a coordinated and consistent approach to policies as they relate to other jurisdictions within Canada.
- 2.3 Collaborate with other ministries on timely and consistent reviews and approvals of intergovernmental agreements.
- 2.4 Lead the planning of key visits by heads of state or government, ambassadors and high commissioners, and national ministers to Alberta, providing an opportunity to develop new markets while showcasing the province to those visitors.

Performance Measure	Last Actual 2015-16	Target 2017-18	Target 2018-19	Target 2019-20
2.a Satisfaction of ministries with the services they receive from Executive Council to advance Alberta's interests within Canada	88%	90%	95%	95%

### Linking Performance Measures to Outcomes:

- 2.a Information gathered from related program areas within government about the current level of satisfaction with services will help identify current strengths and areas where services can be improved.

## Outcome Three: **Effective communication of government priorities and initiatives within and outside of government**

Albertans need to know their government is listening to and engaging with them. Executive Council works to provide comprehensive, consistent and coordinated information to engage Albertans in a two-way conversation about programs and services that matter to them. Executive Council also provides expert communications counsel to all government ministries to help respond to the information needs of Albertans.

### Key Strategies:

- 3.1 Enhance communications with and ensure information is accessible to Albertans, Canadians and others by using a variety of platforms and emerging technologies including media, government websites and social media.
- 3.2 Ensure coordinated, reliable and accurate communications from ministries by supporting the development and implementation of strategic communications plans to communicate with Albertans.
- 3.3 Efficiently and effectively deliver core government information services, including advertising, corporate products, media planning, research and government websites.
- 3.4 Provide crisis communications coordination and support in times of emergency.

<b>Performance Measures</b>	<b>Last Actual 2015-16</b>	<b>Target 2017-18</b>	<b>Target 2018-19</b>	<b>Target 2019-20</b>
3.a Public satisfaction with government communications	61%	65%	70%	75%
3.b Public satisfaction with the Government of Alberta home page	80%	85%	90%	90%

**Linking Performance Measures to Outcomes:**

- 3.a Information gathered from the public about the current level of satisfaction with government communications will help identify strengths and areas where the ministry’s efforts can be improved.
- 3.b Information gathered from the public about the current level of satisfaction with the home page will help identify strengths and areas where the Government of Alberta home page can be improved.

**RISKS TO ACHIEVING OUTCOMES**

Executive Council is particularly reliant on collaboration with ministries to fulfill its coordination function. Outcomes and performance measures in this business plan are directly dependent on elements of collaboration and information sharing; working relationships with ministries have a direct impact on the success of Executive Council. As such, it is prudent for all staff within the ministry to develop and maintain strong working relationships with ministry partners, and ensure the appropriate flow of information.

Albertans have wide communications needs and Executive Council’s standards in communicating to the public are impacted by internal and external trends and technology. To mitigate risk, the ministry will conduct regular analysis of its outward facing services and materials to identify issues and meet the needs of Albertans.

Finally, in order to advance Alberta’s priorities, Executive Council actively manages the risks associated with changing national politics and policies. The ministry will continue to collaborate with partner governments and stakeholders to achieve mutually beneficial outcomes for Albertans and Canadians.

STATEMENT OF OPERATIONS

(thousands of dollars)

	Comparable			<b>2017-18 Estimate</b>	2018-19 Target	2019-20 Target
	2015-16 Actual	2016-17 Budget	2016-17 Forecast			
<b>REVENUE</b>						
Premiums, Fees and Licences	3	-	-	-	-	-
Other Revenue	8	-	-	<b>8</b>	8	8
Consolidated Total	11	-	-	<b>8</b>	8	8
<b>EXPENSE</b>						
Office of the Premier / Executive Council	15,682	15,739	15,709	<b>15,723</b>	15,768	16,022
Intergovernmental Relations	3,282	4,193	3,973	<b>4,086</b>	4,096	4,178
Public Affairs	6,172	6,935	6,777	<b>7,058</b>	7,078	7,220
Consolidated Total	25,136	26,867	26,459	<b>26,867</b>	26,942	27,420
Net Operating Result	(25,125)	(26,867)	(26,459)	<b>(26,859)</b>	(26,934)	(27,412)