

Executive Council

Annual Report
2017-18

Alberta 

Note to Readers:

Copies of the annual report are available on the Alberta Open Government Portal website:

<https://open.alberta.ca/publications/1481-3726>

Executive Council

Communications

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Preface

The Public Accounts of Alberta are prepared in accordance with the *Financial Administration Act* and the *Fiscal Planning and Transparency Act*. The Public Accounts consist of the annual report of the Government of Alberta and the annual reports of each of the 21 ministries.

The annual report of the Government of Alberta contains ministers' accountability statements, the consolidated financial statements of the province and the *Measuring Up* report, which compares actual performance results to desired results set out in the government's strategic plan.

This annual report of the Ministry of Executive Council contains the minister's accountability statement, the audited financial statements of the ministry and a comparison of actual performance results to desired results set out in the ministry business plan. This ministry annual report also includes other financial information as required by the *Financial Administration Act* and *Fiscal Planning and Transparency Act*, either as separate reports or as a part of the financial statements, to the extent that the ministry has anything to report.

Premier's Accountability Statement

The ministry's annual report for the year ended March 31, 2018, was prepared under my direction in accordance with the *Fiscal Planning and Transparency Act* and the government's accounting policies. All of the government's policy decisions as at June 7, 2018 with material economic or fiscal implications of which I am aware have been considered in the preparation of this report.

Original signed by

Honourable Rachel Notley

Premier and President of Executive Council

Message from the Premier



It requires a lot of co-ordination for 21 ministries and their staff to work as one government on a shared set of priorities. Executive Council fills that vital co-ordination and support role. As Premier, I am proud to be its Minister.

The 2017-18 fiscal year was a turning point. Alberta was just starting to come out of the worst recession in generations. Albertans were struggling to find or keep a job and pay the bills. Fort McMurray was rebuilding after the devastating 2016 wildfire.

Our commitments over the past year reflected those challenges: create and support jobs, make life more affordable, and protect health care and education. Executive Council helped ministries align their policies and proposals with those goals, and provided the support Cabinet and I needed to make decisions that were right, timely and made life better for the people we serve.

Those decisions included economic diversification and marketing Alberta to the world. By the end of 2017, Alberta had the fastest-growing economy in Canada. International missions, including my own mission to China and Japan, have netted more than \$500 million in new business and investment.

We also worked to secure our economic future by steering efforts to construct the Trans Mountain Expansion to the coast. This project was long overdue and Executive Council worked with other ministries to raise awareness right across Canada of the importance of our energy resources. The pipeline will provide 15,000 Canadians with construction jobs and, when completed, generate \$15 billion annually for the national economy.

With Executive Council's support, we also continued our efforts to make life more affordable by expanding \$25 a day child care, cutting school fees, freezing tuition, introducing a new fee guide for dental services and improving consumer protections for people buying homes and cars.

To support health and education, we expanded the Alberta school nutrition program and invested in the mental health of post-secondary students. We launched a provincial dementia strategy, provided new medical supports for opioid addiction and broke ground on the new Calgary Cancer Centre.

In addition, Executive Council helped us promote social diversity and respect for Indigenous peoples. A pre-apprenticeship program is helping Indigenous workers enter the construction trades. A Family Information Liaison Unit is working with families of Missing and Murdered Indigenous Women and Girls. Alberta now has its first comprehensive French Policy. We encouraged women to run in the 2017 municipal elections and provided the training they needed.

All of these initiatives were done with one goal in mind – making life better for Albertans.

Original signed by

Rachel Notley
Premier

Management Responsibility for Reporting

The executives of the ministry have the primary responsibility and accountability for the ministry. Collectively, the executives ensure the ministry complies with all relevant legislation, regulations and policies.

Ministry business plans, annual reports, performance results and the supporting management information are integral to the government's fiscal and strategic plan, annual report, quarterly reports and other financial and performance reporting.

Responsibility for the integrity and objectivity of the financial statements and performance results for the ministry rests with the Premier, President of Executive Council. Under the direction of the Premier, I oversee the preparation of the ministry's annual report, including financial statements and performance results. The financial statements and the performance results, of necessity, include amounts based on estimates and judgments. The financial statements are prepared in accordance with Canadian public sector accounting standards. The performance measures are prepared in accordance with the following criteria:

- Reliability – information used in applying performance measure methodologies agrees with the underlying source data for the current and prior years' results.
- Understandability – the performance measure methodologies and results are presented clearly.
- Comparability – the methodologies for performance measure preparation are applied consistently for the current and prior years' results.
- Completeness – outcomes, performance measures and related targets match those included in the ministry's Budget 2017.

As deputy minister, in addition to program responsibilities, I am responsible for the ministry's financial administration and reporting functions. The ministry maintains systems of financial management and internal control which give consideration to costs, benefits, and risks that are designed to:

- provide reasonable assurance that transactions are properly authorized, executed in accordance with prescribed legislation and regulations, and properly recorded so as to maintain accountability of public money;
- provide information to manage and report on performance;
- safeguard the assets and properties of the province under ministry administration;
- provide Executive Council, the President of Treasury Board, Minister of Finance and the Premier, President of Executive Council the information needed to fulfill their responsibilities; and
- facilitate preparation of ministry business plans and annual reports required under the *Fiscal Planning and Transparency Act*.

In fulfilling my responsibilities for the ministry, I have relied, as necessary, on the executives within the ministry.

Original signed by

*Marcia Nelson,
Deputy Minister of Executive Council
June 7, 2018*

Results Analysis

Ministry Overview

The Ministry of Executive Council supports the implementation and execution of government policy by:

- coordinating the decision-making processes of Cabinet and Cabinet Committees,
- managing the submissions and proposals of government ministries and agencies, and
- providing effective strategic planning and coordinated policy development across government.

The Ministry provides leadership to the Alberta Public Service and advances Alberta's intergovernmental priorities in Canada and beyond.

Office of the Premier

The Office of the Premier encapsulates both strategic and functional support for the Premier. It includes advisors and planners, specialists in issues management and scheduling, media relations, stakeholder outreach and legislative liaisons. The Office is led by the Chief of Staff who, attentive to the Government caucus, is a crucial link in applying the principle of responsible government to the Ministry of Executive Council.

Deputy Minister's Office

The Deputy Minister, as Clerk of Executive Council, oversees the Ministry. The Deputy Minister's Office provides procedural and organizational advice to the Office of the Premier, and delivers policy and priority direction from the Office of the Premier. The Deputy Minister also serves as Secretary to Cabinet and is the head of the Alberta Public Service.

Office of the Lieutenant Governor

The Ministry of Executive Council provides administrative and functional support to the Office of the Lieutenant Governor to enable the Vice Regal to focus on duties to represent the Sovereign and ensure the smooth functioning of our parliamentary system.

Cabinet Coordination and Corporate Services

The Cabinet Coordination and Corporate Services division is responsible for the day-to-day operations of Executive Council. The division consists of the following major entities:

- **Cabinet Coordination Office (CCO)** is responsible for the organizational and administrative support to Cabinet. CCO provides strategic agenda-setting and development, facilitates information flow to decision makers, records minutes and communicates meeting outcomes. CCO also provides organizational and administrative support to Cabinet Committees.
- **Operations and Machinery of Government (OMG)** monitors and tracks the progress and implementation of policy, programs and projects across government through shared data, the production of situation reports, and issues management. Within the past year, OMG has also taken on a corporate planning and support role for Executive Council.
- **Protocol Office** supports state, official, working, and private visits to Alberta. By serving as the point of introduction for diplomats and other key visitors, the Alberta Protocol Office enhances Alberta's profile on the global stage. Internally, the Protocol Office leads domestic ceremonies, such as the swearing-in of Cabinet, and manages Government House and the Federal Building. Protocol provides secretariat support to the Alberta Order of Excellence – the highest honour the province can bestow on a citizen.

- **Corporate Services** supports the day-to-day operations of the ministry. This area provides:
 - Human resources support in the areas of recruitment, training and employee relations;
 - Finance and administration services including financial planning, financial reporting and business planning;
 - Management of the Freedom of Information and Protection of Privacy accountabilities for the ministry;
 - Records management; and
 - Information and technology support and services.

Over the past year, Executive Council has undergone the following changes within the Corporate Services area:

- Human resources integrated with the Public Service Commission and Treasury Board and Finance.
- On December 1, 2017, the finance and corporate services functions of Executive Council were consolidated with the corporate services functions within Treasury Board and Finance.
- Additionally, in December of 2017, the Operations and Machinery of Government area took over the corporate planning function for Executive Council.
- In March of 2018, it was announced that all Freedom of Information and Protection of Privacy offices, including Executive Council's, would be consolidated with Service Alberta. This consolidation is currently ongoing.

Policy Coordination Office

The Policy Coordination Office (PCO) works in partnership with the CCO to support delivery of the government's policy and legislative agenda. Working with the Premier's Office, PCO assists in the coordination of the government's annual legislative and other Throne Speech priorities. PCO works in partnership with all ministries to develop policy options that align with the government's agenda and coordinates the system to review and approve government regulations. Overall, PCO plays an essential quality assurance function for ministries to ensure high-quality decision documents are provided to Cabinet and its Committees. PCO also provides secretariat support to Cabinet Committees, such as setting and creating agendas, briefing the Committee Chair, and recording minutes.

Intergovernmental Relations

Intergovernmental Relations (IGR) coordinates Alberta's leadership and participation within the Canadian federation, in pursuit of a federal system that best serves the needs of Albertans and Canadians.

IGR is responsible for supporting the Premier's intergovernmental agenda, missions and meetings. This means advancing Alberta's interests at intergovernmental forums, including; the Council of the Federation, First Ministers' Meetings, the Western Premiers' Conference, and bilateral meetings with the Prime Minister and other Premiers.

IGR works with other Alberta government ministries to ensure a coordinated and consistent approach to intergovernmental relations. IGR also reviews and approves all of Alberta's intergovernmental agreements to ensure they are consistent with Alberta's goals and objectives.

Public Affairs Bureau

In September of 2017 the government consolidated communications and marketing functions as a corporate service called Communications and Public Engagement (CPE). The new organization is now housed in the Ministry of Treasury Board and Finance. As part of this change, the Public Affairs Bureau

was also transferred from Executive Council to Treasury Board and Finance and will be reported on within Treasury Board and Finance's 2017-18 annual report.

Risk Management Update

In the 2017-20 Business Plan, Executive Council identified two important risks to outcomes that still fall within the scope of its operations:

- reliance on collaboration with ministries to fulfill its coordination function; and
- management of risks associated with changing politics and policies.

Executive Council continues to mitigate these risks through the development and maintenance of strong working relationships with ministry partners, and collaboration with partner governments and stakeholders to achieve mutually beneficial outcomes for Albertans and Canadians.

In 2017, Executive Council created a government-wide tracking system to track, monitor, and assess items destined for Cabinet decision-making processes. This same system is used to track operational items and assess risk to government and stakeholders. This enables Executive Council to more effectively monitor ongoing and emerging issues.

Discussion and Analysis of Results

Outcome 1: The government's agenda is clearly defined and communicated to ministries to ensure effective implementation

Executive Council plays a crucial role in defining and communicating the government's agenda to ministries to ensure implementation occurs effectively. Key activities and initiatives related to this outcome include:

- The Policy Coordination Office provided advice and support to ministries in aligning policy and legislative proposals and assisting in the implementation of public policies, programs and services. Activities in 2017-18 include:
 - Provided secretariat services to 92 meetings of five Cabinet Committees. These services include preparing Committee chairs, coordinating agendas and decision documents for Committee consideration, and working with the Cabinet Coordination Office to produce meeting records;
 - In November of 2017, Cabinet agreed to eliminate two Cabinet Committees – Municipal Governance Committee and Climate Leadership Policy Committee – as the majority of work supported by these two committees has now been completed. Any additional work will now route into Cabinet through one of the remaining three committees, which are the Economic Development Policy Committee, Social Policy Committee and Legislative Review Committee.
 - Supported 34 pieces of legislation between Spring and Fall Sessions in 2017, such as:
 - An Act to Reduce School Fees;
 - An Act to Support Orphan Well Rehabilitation;
 - An Act to Cap Regulated Electricity Rates;
 - Fair and Family-friendly Workplaces Act; and
 - An Act to Remove Barriers for Survivors of Sexual and Domestic Violence;
 - Achieved an average of about 1,030 monthly staff visits to the Policy InSite website – a Government of Alberta tool designed to increase policy professionals' understanding of the Cabinet policy development and approval process; and
 - Provided support and feedback to ministries throughout the policy development process.
- Cabinet Coordination Office (CCO) supported government by providing advice on the function of Cabinet and Cabinet Committees. CCO also facilitated timely and effective government decision-making through its operational and logistical support to Cabinet. Key outcomes for 2017-18 include:
 - Provided support to 41 Cabinet meetings and three Cabinet retreats, which were held in Banff, Fort McMurray and Edmonton. These services included preparing the Premier as chair, coordinating agendas and decision documents, and producing official meeting records. Cabinet meetings supported decisions that lead to 34 pieces of legislation from ministries across the Government of Alberta; and
 - Continued to refine scheduling, agenda tracking, and other tools and services in support of an effective and efficient Cabinet process.
- The Operations and Machinery of Government unit worked to enhance the flow of information between Executive Council and ministries through the creation and improvement of internal programs and processes.

The branches of the Policy Coordination Office, Cabinet Coordination Office and Operations and Machinery of Government work closely with each other and individual ministries to support implementation of the government's priorities. Collectively, these three branches measure success by how effectively they are able to support ministries' preparation of policy proposals and the Cabinet decision-making process.

These branches serve as a quality assurance function with respect to the assessment of the Government of Alberta ministries' work so that ministries are prepared to respond to and address potential questions and concerns raised by elected officials.

Performance Measure 1.a	Target 2016-17	Actual 2016-17	Target 2017-18	Forecasted 2017-18
Satisfaction of ministries with the services they receive from Executive Council	90%	82%	85%	79%
Performance Measure 1.b				
Satisfaction of ministries with communications and support services they receive from Executive Council – <i>Please note, this performance measure was not surveyed on this year as it directly relates to the work that Communications and Public Engagement conducts, and will be reported on within Treasury Board and Finance's annual report.</i>	N/A	N/A	N/A	N/A

Over the past year Executive Council has begun implementing two new performance measures which are included in the 2018-21 Business Plan. The results for these two new measures are below:

New Performance Measure 1.b	Last Actual 2016-17	Target 2018-19	Target 2019-20	Target 2020-21
Departments are aware of the policy development and co-ordination tools and supports available to them and make use of these tools.	7,425 visits (Oct 2016-Mar 2017)	10,000 visits	10,500 visits	10,500 visits
New Performance Measure 1.c				
Advice and support from Executive Council assists ministries in advancing the policy and operational mandates of the government.	82%	85%	85%	85%

Outcome 2: Alberta's priorities are advanced across Canada

Intergovernmental Relations

Intergovernmental Relations (IGR), leads the coordination of Alberta's economic, resource, environmental, social, and fiscal policies and activities as they relate to other governments within Canada. IGR works with other ministries across the Government of Alberta to develop collaborative approaches and expand multilateral and bilateral partnerships.

Premier Notley participates in intergovernmental forums such as First Ministers' Meetings, the Council of the Federation, and the Western Premiers' Conference. In order to effectively support the Premier, IGR provided policy advice and strategic analysis throughout the year to advance Alberta's interests within Canada. Key meetings supported by IGR included:

- Council of the Federation - The Council of the Federation is comprised of all 13 provincial and territorial governments in Canada. Its objectives are to promote interprovincial-territorial cooperation, foster meaningful relations between governments, and demonstrate leadership on issues important to all Canadians. As chair, Alberta hosted the 2017 Council of the Federation summer meeting in Edmonton to discuss a range of issues. Premiers had a comprehensive discussion on Canada – U.S. relations, including the North American Free Trade Agreement (NAFTA) negotiations and the ongoing softwood lumber dispute.
 - Prior to the Council of the Federation meeting, Premiers met with National Indigenous Leaders from the Native Women's Association of Canada and the Congress of Aboriginal Peoples. A key outcome of this meeting was to advance work on the Socio-Economic Action Plan for Aboriginal Women, in consultation with National Indigenous Organizations.
- First Ministers' Meeting - In October 2017, the Prime Minister and Premiers met to discuss issues of national importance related to inclusive economic growth and job creation, with a key focus on Canada - U.S. relations. At the meeting, the federal Minister of Foreign Affairs and the Canadian Ambassador to the United States provided First Ministers with an update on the NAFTA modernization negotiations.
- First Ministers also met with National Indigenous Leaders from the Inuit Tapiriit Kanatami, the Métis National Council, and the Assembly of First Nations. First Ministers and National Indigenous Leaders participated in a roundtable discussion on the inclusion of Indigenous Peoples in an economic growth agenda.

In 2017-18, IGR supported the Premier, Ministers and Deputy Ministers at more than 183 multilateral and bilateral meetings and conferences. These meetings facilitated progress for Alberta's policy objectives on a range of issues including energy infrastructure, climate change, health care, education, Indigenous issues, domestic trade, and immigration. Key meetings supported by IGR included:

- Federal/Provincial/Territorial (FPT) Health Ministers' Meeting – Alberta hosted the FPT Ministers responsible for health meetings October 18-19, 2017 in Edmonton. Ministers discussed a number of health-related priorities including efforts to address opioid-related deaths, increase the accessibility and affordability of pharmaceuticals, and protect the health and safety of Canadians in relation to legalization and regulation of cannabis.

- Federal/Provincial/Territorial (FPT) Ministers Responsible for Early Learning and Child Care Meeting – FPT Ministers responsible for early learning and child care met on June 12, 2017 in Ottawa to discuss child care in Canada. They reached agreement on a Multilateral Early Learning and Child Care Framework aimed at enhancing provincial and territorial early learning and child care systems.

Under Section 11 of the *Government Organization Act*, the Minister of Executive Council is responsible for approving all of Alberta’s intergovernmental agreements. In 2017-18, IGR approved 330 agreements between the Government of Alberta and other governments that proceeded to signature.

IGR played a key role in negotiating a number of intergovernmental agreements that advanced Alberta’s interests including:

- the Canadian Free Trade Agreement,
- the Low Carbon Economy Fund,
- the Canadian Agricultural Partnership,
- the Labour Market Development Agreement,
- the Workforce Development Agreement,
- a Common Statement on the Principles of Shared Health Priorities, and
- the Canada-Alberta Early Learning and Child Care Bilateral Agreement.

Support to ministries is a key performance measure for Executive Council and the results of the most recent client survey are reported in the table below. The support and collaboration provided through the activities noted above have contributed to achieving our ministry’s outcome; this work ensures the outcomes achieved through intergovernmental meetings and agreements support the work of ministries and Alberta’s policy objectives.

Performance Measure 2.a	Target 2016-17	Actual 2016-17	Target 2017-18	Forecasted 2017-18
Satisfaction of ministries with the services they receive from Executive Council to advance Alberta’s interests within Canada	90%	88%	90%	88%

Performance Measure under Development:

A measure is being developed to address whether intergovernmental agreements are being reviewed within a designated two-week time frame.

Alberta Protocol Office

The Alberta Protocol Office has a key role in supporting intergovernmental relations nationally and internationally by supporting high-profile incoming missions. Examples from 2017-18 include:

- Official visits to Alberta were made by six Heads of Mission, which included visits by Ambassadors, High Commissioners and Consul Generals, such as:
 - His Excellency, Henk van der Zwam, Ambassador of the Kingdom of the Netherlands, October 23, 2017;
 - His Excellency John L. Lanyasunya, High Commissioner for Kenya, October 31, 2017; and
 - His Excellency Jim Kelly, Ambassador of Ireland, November 7, 2017.

- In addition to the official visits, Alberta also hosted 64 Consul Generals, Consuls and other Consular Agents in October 2017 at McDougall Centre in Calgary, as part of the annual Consular Corps and Other Representatives Briefing. These consular officials reside both in Alberta and other locations throughout Canada (Vancouver, Toronto and Montreal).
 - The Briefing hosted and chaired by the Minister of Economic Development and Trade is an opportunity for the province to inform the international community about the agenda and priorities of the government.

Alberta remains an innovative and vibrant province with diverse opportunities that continue to be of interest to many countries.

Outcome 3: Effective communication of government priorities and initiatives within and outside of government

In September of 2017 the government consolidated communications and marketing functions as a corporate service called Communications and Public Engagement (CPE). The new organization is now housed in the Ministry of Treasury Board and Finance. As part of this change, the Public Affairs Bureau was also transferred from Executive Council to Treasury Board and Finance and will be reported on within Treasury Board and Finance's 2017-18 annual report.

Performance Measure Methodology

Numbers included under the forecasted 2017-18 columns are projections based on historic actual results. Surveying for the 2017-18 performance measures will occur in January of 2019 and be captured in the 2018-19 annual report.

The 2016-17 client survey consisted of the following:

1. The government's agenda is clearly defined and communicated to ministries to ensure effective implementation

Performance Measures:

1.a. Satisfaction of ministries with the services they receive from Executive Council.

New Performance Measures from the 2018-21 Business Plan Implemented in 2017-18:

1.b. Departments are aware of the policy development and co-ordination tools and supports available to them and make use of these tools.

1.c. Advice and support from Executive Council assists ministries in advancing the policy and operational mandates of the government.

Source and Methodology

Satisfaction of Policy Coordination Office Clients with Products and Services

From January 30 to February 13, 2018 a survey was conducted of clients of the Policy Coordination Office. The Policy Coordination Office identified a total of 105 clients who were invited to participate in a web-based survey, which included Executive Team members from each ministry and other ministry staff who had direct contact with the Policy Coordination Office. An overall participation rate of 66% was achieved with 69 clients responding. Respondents were asked to rate how satisfied they were with the products or services they had received over the past year by choosing either "very satisfied", "satisfied", "neutral", "unsatisfied" or "very unsatisfied". Results represent the total of "very satisfied" and "satisfied" responses.

Satisfaction of Cabinet Coordination Office Clients with Products and Services

From January 30 to February 13, 2018 a survey was conducted of clients of the Cabinet Coordination Office. The Cabinet Coordination Office identified a total 80 clients who were invited to participate in a web-based survey, which included Executive Team members from each ministry and other ministry staff who had direct contact with the Cabinet Coordination Office. An overall participation rate of 59% was achieved with 47 clients responding. Respondents were asked to rate how satisfied they were with the products or services they had received over the past year by choosing either "very satisfied", "satisfied", "neutral", "unsatisfied" or "very unsatisfied". Results represent the total of "very satisfied" and "satisfied" responses.

2. Alberta's priorities are advanced across Canada

Performance Measures:

2.a. Satisfaction of ministries with the services they receive from Executive Council to advance Alberta's interests within Canada.

Source and Methodology

Satisfaction of Intergovernmental Relations Clients with Products and Services

From January 30 to February 13, 2018 a survey was conducted of clients of Intergovernmental Relations. The Intergovernmental Relations branch identified a total of 191 clients who were invited to participate in a web-based survey, which included Executive Team members from each ministry and other ministry staff who had direct contact with Intergovernmental Relations. An overall participation rate of 31% was achieved with 59 clients responding. Respondents were asked to rate how satisfied they were with the products and services they had received over the past year by choosing either “very satisfied”, “satisfied”, “neutral”, “unsatisfied” or “very unsatisfied”. Results represent the total of “very satisfied” and “satisfied” responses.

3. Effective communication of government priorities and initiatives within and outside of government

The government consolidated communications and marketing functions as a corporate service called Communications and Public Engagement (CPE) in September of 2017. The new organization is now housed in the Ministry of Treasury Board and Finance. As part of this change the Public Affairs Bureau was also transferred from Executive Council to Treasury Board and Finance and will be reported on within Treasury Board and Finance’s 2017-18 annual report.

Executive Council

Financial Statements
March 31, 2018

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Independent Auditor's Report

To the Members of the Legislative Assembly

Report on the Financial Statements

I have audited the accompanying financial statements of the Ministry of Executive Council, which comprise the statement of financial position as at March 31, 2018, and the statements of operations, change in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Ministry of Executive Council as at March 31, 2018, and the results of its operations, its changes in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

[Original signed by]

W. Doug Wylie FCPA, FCMA, ICD.D
Auditor General

June 7, 2018
Edmonton, Alberta

MINISTRY OF EXECUTIVE COUNCIL
STATEMENT OF OPERATIONS
Year ended March 31, 2018

	2018		2017
	Budget	Actual	Actual (Restated) (Note 3)
<i>(in thousands)</i>			
Revenues			
Premiums, Fees and Licences	\$ -	\$ 1	\$ 4
Other	8	16	9
	<u>8</u>	<u>17</u>	<u>13</u>
Expenses - Directly Incurred (Note 2(b) and Schedules 1, 2, 4 and 5)			
Programs			
Office of the Premier / Executive Council	15,723	15,221	15,886
Intergovernmental Relations	4,086	3,450	3,475
Public Affairs	7,058	-	-
	<u>26,867</u>	<u>18,671</u>	<u>19,361</u>
Annual Deficit	<u>\$ (26,859)</u>	<u>\$ (18,654)</u>	<u>\$ (19,348)</u>

The accompanying notes and schedules are part of these financial statements.

MINISTRY OF EXECUTIVE COUNCIL
STATEMENT OF FINANCIAL POSITION
As at March 31, 2018

	2018	2017 (Restated) (Note 3)
	(in thousands)	
Financial Assets		
Cash and Cash Equivalents	\$ 14	\$ 14
Accounts Receivable	56	1
	<u>70</u>	<u>15</u>
Liabilities		
Accounts Payable and Accrued Liabilities (Note 4)	2,514	2,757
	<u>(2,444)</u>	<u>(2,742)</u>
Net Debt		
Non-Financial Assets		
Tangible Capital Assets (Note 5)	59	119
Prepaid Expenses	13	5
	<u>72</u>	<u>124</u>
Net Liabilities	<u>\$ (2,372)</u>	<u>\$ (2,618)</u>
Net Liabilities at Beginning of Year	\$ (2,618)	\$ (2,274)
Annual Deficit	(18,654)	(19,348)
Net Financing Provided from General Revenues	18,900	19,004
Net Liabilities at End of Year	<u>\$ (2,372)</u>	<u>\$ (2,618)</u>

Contingent Liabilities and Contractual Obligations (Notes 6 and 7).

The accompanying notes and schedules are part of these financial statements.

MINISTRY OF EXECUTIVE COUNCIL
 STATEMENT OF CHANGE IN NET DEBT
 Year ended March 31, 2018

	2018		2017
	Budget	Actual	Actual (Restated) (Note 3)
	<i>(in thousands)</i>		
Annual Deficit	\$ (26,859)	\$ (18,654)	\$ (19,348)
Amortization of Tangible Capital Assets (Note 5)	60	60	60
Change in Prepaid Expenses		(8)	(5)
Net Financing Provided from General Revenue		18,900	19,004
Increase in Net Debt		\$ 298	\$ (289)
Net Debt at Beginning of Year		(2,742)	(2,453)
Net Debt at End of Year		\$ (2,444)	\$ (2,742)

The accompanying notes and schedules are part of these financial statements.

MINISTRY OF EXECUTIVE COUNCIL
STATEMENT OF CASH FLOWS
Year ended March 31, 2018

	2018	2017 (Restated) (Note 3)
	(in thousands)	
Operating Transactions		
Annual Deficit	\$ (18,654)	\$ (19,348)
Non-cash Items Included in Net Operating Results		
Amortization of Tangible Capital Assets (Note 5)	60	60
	<u>(18,594)</u>	<u>(19,288)</u>
(Increase) Decrease in Accounts Receivable	(55)	11
Increase in Prepaid Expenses	(8)	(5)
(Decrease) Increase in Accounts Payable and Accrued Liabilities	<u>(243)</u>	<u>288</u>
Cash Applied to Operating Transactions	<u>(18,900)</u>	<u>(18,994)</u>
Financing Transactions		
Net Financing Provided from General Revenues	<u>18,900</u>	<u>19,004</u>
Cash Provided by Financing Transactions	<u>18,900</u>	<u>19,004</u>
Increase (Decrease) in Cash and Cash Equivalents	-	10
Cash and Cash Equivalents at Beginning of Year	<u>14</u>	<u>4</u>
Cash and Cash Equivalents at End of Year	<u>\$ 14</u>	<u>\$ 14</u>

The accompanying notes and schedules are part of these financial statements.

MINISTRY OF EXECUTIVE COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2018

NOTE 1 AUTHORITY

The Ministry of Executive Council (the ministry) operates under the authority of the *Government Organization Act*, Chapter G-10, Revised Statutes of Alberta 2000.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES

These financial statements are prepared in accordance with Canadian public sector accounting standards.

(a) Reporting Entity

The reporting entity is the Ministry of Executive Council.

All departments of the Government of Alberta operate within the General Revenue Fund (the Fund). The Fund is administered by the President of Treasury Board and Minister of Finance. All cash receipts of departments are deposited into the Fund and all cash disbursements made by departments are paid from the Fund. Net financing provided from general revenues is the difference between all cash receipts and all cash disbursements made.

(b) Basis of Financial Reporting

Revenue

All revenues are reported on the accrual basis of accounting.

Expenses

Directly Incurred

Directly incurred expenses are those costs the ministry has primary responsibility and accountability for, as reflected in the government's budget documents.

MINISTRY OF EXECUTIVE COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2018

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (Cont'd)

(b) Basis of Financial Reporting (Cont'd)

In addition to program operating expenses such as salaries, supplies, etc., directly incurred expenses also include:

- amortization of tangible capital assets,
- pension costs, which are the cost of employer contributions for current service of employees during the year, and
- valuation adjustments which include changes in the valuation allowances used to reflect financial assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay, guarantees and indemnities.

Incurred by Others

Services contributed by related other entities in support of the ministry are not recognized and are disclosed in Schedule 4 and allocated to programs in Schedule 5.

Valuation of Financial Assets and Liabilities

Fair value is the amount of consideration agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

The fair values of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short term nature of these instruments

Financial Assets

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations.

Financial assets of the ministry are limited to financial claims, such as receivables from other organizations, employees and other individuals.

MINISTRY OF EXECUTIVE COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2018

NOTE 2 **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (Cont'd)**

(b) Basis of Financial Reporting (Cont'd)

Accounts Receivable

Accounts receivable are recognized at the lower of cost or net recoverable value. A valuation allowance is recognized when recovery is uncertain.

Liabilities

Liabilities are present obligations of a government to others arising from past transactions or events, the settlement of which is expected to result in the future sacrifice of economic benefits.

Non-Financial Assets

Non-financial assets are acquired, constructed or developed assets that do not normally provide resources to discharge existing liabilities, but instead:

- (a) are normally employed to deliver government services;
- (b) may be consumed in the normal course of operations; and
- (c) are not for sale in the normal course of operations.

Non-financial assets of the ministry are limited to tangible capital assets and prepaid expenses.

Tangible Capital Assets

Tangible capital assets of the ministry are recognized at historical cost and amortized on a straight-line basis over the estimated useful lives of the assets. The threshold for capitalizing new systems development is \$250,000 and the threshold for major systems enhancements is \$100,000. The threshold for all other tangible capital assets is \$5,000.

Amortization is only charged when the tangible capital asset is put into service.

MINISTRY OF EXECUTIVE COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2018

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND REPORTING PRACTICES (Cont'd)

(c) **Change in Accounting Policy**

The ministry has prospectively adopted the following standards from April 1, 2017: PS 2200 Related Party Disclosures, PS 3420 Inter-Entity Transactions, PS 3210 Assets, PS 3320 Contingent Assets and PS 3380 Contractual Rights which are reflected as applicable.

(d) **Future Accounting Changes**

The Public Sector Accounting Board has issued the following accounting standards:

- **PS 3430 Restructuring Transactions (effective April 1, 2018)**
This standard provides guidance on how to account for and report restructuring transactions by both transferors and recipients of assets and/or liabilities, together with related program or operating responsibilities.
- **PS 3280 Asset Retirement Obligations (effective April 1, 2021)**
Effective April 1, 2021, this standard provides guidance on how to account for and report a liability for retirement of tangible capital asset.
- **PS 3450 Financial Instruments (effective April 1, 2021)**
Adoption of this standard requires corresponding adoption of PS 2601 Foreign Currency Translation, PS 1201 Financial Statement Presentation, and PS 3041 Portfolio Investments in the same fiscal period. These standards provide guidance on: recognition, measurement and disclosure of financial instruments; standards on how to account for and report transactions that are denominated in a foreign currency; general reporting principles and standards for the disclosure of information in financial statements; and how to account for and report portfolio investments.

Management is currently assessing the impact of these standards on the financial statements.

MINISTRY OF EXECUTIVE COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2018

NOTE 3 **GOVERNMENT REORGANIZATION**
(in thousands)

Program Transfer

Effective September 1, 2017, Communications and Public Engagement branches were transferred from Executive Council to the Department of Treasury Board and Finance. Comparatives for 2017 have been restated as if the current organization structure had always been the same. The opening liabilities and debt as at April 1, 2016 are restated as follows:

Net liabilities on April 1, 2016 is made up as follows:

Net liabilities as previously reported	\$ (2,885)
Transfer to Treasury Board and Finance	611
Net liabilities at April 1, 2016	<u>\$ (2,274)</u>

Net debt on April 1, 2016 is made up as follows:

Net debt as previously reported	\$ (3,064)
Transfer to Treasury Board and Finance	611
Net debt at April 1, 2016	<u>\$ (2,453)</u>

NOTE 4 **ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**
(in thousands)

	2018	2017 (Restated) (Note 3)
Accounts Payable	\$ 211	\$ 428
Other Accrued Liabilities	2,303	2,329
	<u>\$ 2,514</u>	<u>\$ 2,757</u>

MINISTRY OF EXECUTIVE COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2018

NOTE 5 TANGIBLE CAPITAL ASSETS
(in thousands)

	Computer Software	
	2018 Total	2017 Total
Estimated Useful life	5 years	
Historical Cost		
Beginning of Year	\$ 298	\$ 298
Disposals	-	-
	\$ 298	\$ 298
Accumulated Amortization		
Beginning of Year	179	119
Amortization Expense	60	60
	239	179
Net Book Value at End of Year	\$ 59	\$ 119

MINISTRY OF EXECUTIVE COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2018

NOTE 6 **CONTINGENT LIABILITIES**
(in thousands)

The ministry is not involved in any legal matters where damages are being sought. The ministry has not been named in any legal claims (2017 - no claims).

NOTE 7 **CONTRACTUAL OBLIGATIONS**
(in thousands)

Contractual obligations are obligations of the ministry to others that will become liabilities in the future when the terms of those contracts or agreements are met.

	2018	2017
Obligations under contracts	\$ 268	\$ -

NOTE 8 **BENEFIT PLANS**
(in thousands)

The ministry participates in the multi-employer pension plans: Management Employees Pension Plan, Public Service Pension Plan and Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$2,012 for the year ended March 31, 2018 (2017 – \$3,141). Ministries are not responsible for future funding of the plan deficit other than through contribution increases.

At December 31, 2017, the Management Employees Pension Plan reported a surplus of \$866,006 (2016 – surplus \$402,033), the Public Service Pension Plan reported a surplus of \$1,275,843 (2016 – surplus \$302,975) and the Supplementary Retirement Plan for Public Service Managers reported a deficiency of \$54,984 (2016 – deficiency \$50,020).

The ministry also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2018, the Bargaining Unit Plan reported a surplus of \$111,983 (2017 – surplus \$101,515) and the Management, Opted Out and Excluded Plan a surplus of \$29,805 (2017– surplus \$31,439). The expense for these two plans is limited to the employer’s annual contributions for the year.

MINISTRY OF EXECUTIVE COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2018

NOTE 9 PAYMENTS BASED ON AGREEMENT
(in thousands)

The ministry has entered into agreements to coordinate services that are proportionately funded by all ministries of the Government of Alberta. The ministry pays service providers for services rendered under the agreements and apportions the expenses to the ministries. Costs under these agreements are incurred by the ministry under authority in Section 25 of the *Financial Administration Act*.

The agreements cover the Canadian Intergovernmental Conference Secretariat costs.

Amounts paid and payable under agreements are as follows:

	2018	2017 (Restated) (Note 3)
Canadian Intergovernmental Conference Secretariat	\$ 239	\$ 236

NOTE 10 SUBSEQUENT EVENTS
(in thousands)

In 2018-19, the government is consolidating: (1) Human resource functions under the Public Service Commission within the Ministry of Treasury Board and Finance; (2) The Freedom of Information and Protection of Privacy (FOIP) delivery services under the Ministry of Service Alberta; (3) Information management and technology services under the Ministry of Service Alberta. The financial impact of these changes cannot be estimated at this time.

NOTE 11 COMPARATIVE FIGURES

Certain 2017 figures have been reclassified to conform to the 2018 presentation.

NOTE 12 APPROVAL OF FINANCIAL STATEMENTS

The deputy minister and the senior financial officer approved these financial statements.

MINISTRY OF EXECUTIVE COUNCIL
SCHEDULE TO FINANCIAL STATEMENTS
EXPENSES – DIRECTLY INCURRED DETAILED BY OBJECT
Year ended March 31, 2018

	2018		2017
	Budget	Actual	Actual (Restated) (Note 3)
	<i>(in thousands)</i>		
Salaries, Wages and Employee Benefits	\$ 23,625	\$ 16,799	\$ 17,157
Supplies and Services	3,102	1,693	2,011
Amortization of Tangible Capital Assets	60	60	60
Financial Transactions and Other (1)	80	119	133
	<u>\$ 26,867</u>	<u>\$ 18,671</u>	<u>\$ 19,361</u>

(1) Includes statutory salaries and valuation adjustments

MINISTRY OF EXECUTIVE COUNCIL
SCHEDULE TO FINANCIAL STATEMENTS
LAPSE/ENCUMBRANCE
Year ended March 31, 2018

	Voted Estimate ⁽¹⁾	Adjustments ⁽²⁾	Adjusted Voted Estimate	Voted Actuals ⁽³⁾	Unexpended (Over Expended)
<i>(in thousands)</i>					
Program - Operating Expense					
Office of the Premier/Executive Council					
1.1 Office of the Premier / Executive Council	\$ 12,310	\$ -	\$ 12,310	\$ 12,017	\$ 293
1.2 Office of the Lieutenant Governor	626	-	626	556	70
1.3 Corporate Services	2,727	420	3,147	2,558	589
	<u>15,663</u>	<u>420</u>	<u>16,083</u>	<u>15,131</u>	<u>952</u>
Intergovernmental Relations					
2 Intergovernmental Relations	4,086	-	4,086	3,442	644
	<u>4,086</u>	<u>-</u>	<u>4,086</u>	<u>3,442</u>	<u>644</u>
Public Affairs					
3 Public Affairs	7,058	(7,058)	-	-	-
	<u>7,058</u>	<u>(7,058)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 26,807</u>	<u>\$ (6,638)</u>	<u>\$ 20,169</u>	<u>\$ 18,573</u>	<u>\$ 1,596</u>
Lapse/(Encumbrance)					<u>\$ 1,596</u>

(1) As per "Expense Vote by Program" page 146 of 2017-18 Government Estimates.

(2) Original estimate included \$7,058 for Public Affairs. This program and its related budget of \$6,638 was transferred to Treasury Board and Finance as a result of OC 275/2017 - Designation and Transfer of Responsibility (Note 3 to the Financial Statements). \$420 remained with the ministry and was allocated to corporate services.

(3) Actuals exclude non-voted amounts such as amortization and valuation adjustments.

MINISTRY OF EXECUTIVE COUNCIL
SCHEDULE TO FINANCIAL STATEMENTS
SALARY AND BENEFITS DISCLOSURE
Year ended March 31, 2018

	2018			2017	
	Base Salary ⁽¹⁾	Other Cash Benefits ⁽²⁾	Other Non-cash Benefits ⁽³⁾	Total	Total
					(Restated)
Senior Officials					
Deputy Minister ^{(3) (4)}	\$ 357,347	\$ 27,420	\$ 82,963	\$ 467,730	\$ 458,279
Associate Deputy Minister ^{(3) (4)}	328,759	18,967	85,986	433,712	431,460
Deputy Minister, Policy Coordination ⁽³⁾	285,877	7,969	66,909	360,755	368,773
Deputy Minister, Intergovernmental Relations ⁽³⁾⁽⁵⁾	8,796	-	39	8,835	-
Associate Deputy Minister, Intergovernmental Relations ⁽³⁾	285,877	29,960	12,351	328,188	353,890
Deputy Secretary to Cabinet ^{(3) (4)}	210,426	20,233	51,068	281,727	268,959
Office of the Premier					
Chief of Staff ⁽⁶⁾	260,045	24,279	38,720	323,044	322,657
Deputy Chief of Staff	194,253	-	45,638	239,891	246,377
Principal Secretary	194,253	-	43,823	238,076	198,812
Executive Director, Southern Alberta Office	194,253	-	44,494	238,747	61,361
Director, Communications and Press Secretary to the Premier	149,425	21,458	9,672	180,555	181,268
Director, Issues Management ⁽⁷⁾	155,747	22,365	8,223	186,335	182,783
Executives					
Assistant Deputy Minister, Intergovernmental Relations	172,362	-	43,562	215,924	125,857
Assistant Deputy Minister, Social Policy, Policy Coordination Office ⁽⁸⁾	117,186	-	30,112	147,298	76,080
Assistant Deputy Minister, Community Policy and Regulations Coordination	185,530	-	52,129	237,659	193,912
Assistant Deputy Minister, Economic Policy, Policy Coordination Office	181,921	-	44,507	226,428	172,366
Chief of Protocol ⁽⁹⁾	134,043	-	27,383	161,426	216,129
Executive Director, Corporate Services ⁽¹⁰⁾	62,759	-	16,147	78,906	188,465
Executive Director, Human Resources ⁽¹¹⁾	163,199	15,688	28,568	207,455	176,214

(1) Base salary includes regular salary and earnings such as acting pay.

(2) Other cash benefits include vacation payouts, lump sum payments and overtime. There were no bonuses paid in 2018.

(3) Other non-cash benefits include government's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short and long term disability plans, professional memberships, tuition fees, and taxable benefit for parking provided by the ministry.

(4) Automobile provided, no dollar amount included in other non-cash benefits.

(5) New Position created March 21, 2018, no comparison for 2017.

(6) This position was occupied by two individuals during the year. The occupancy of this position changed October 10, 2017

(7) This position was occupied by two individuals during the year. The occupancy of this position changed September 18, 2017

(8) This position was occupied by two individuals during the year. The occupancy of this position changed October 31, 2017

(9) Position was occupied for 10.3 months during the year.

(10) Position occupied until Aug 26, 2017.

(11) This position was occupied by two individuals during the year. The occupancy of this position changed September 5, 2017. The position is shared with Treasury Board and Finance and Public Service Commission. Although Public Service Commission pays salary and benefits, full salary and benefits are disclosed in this Schedule.

**MINISTRY OF EXECUTIVE COUNCIL
SCHEDULE TO FINANCIAL STATEMENTS
RELATED PARTY TRANSACTIONS**

Year ended March 31, 2018

(in thousands)

Related parties are those entities consolidated or accounted for on the modified equity basis in the Government of Alberta's financial statements.

Related parties also include key management personnel and close family members of those individuals in the ministry.

The ministry and its employees paid or collected certain taxes and fees set by regulation for premiums, licenses and other charges. These amounts were incurred in the normal course of business, reflect charges applicable to all users, and have been excluded from this schedule.

The ministry had the following transactions with related parties reported on the Statement of Operations and the Statement of Financial Position at the amount of consideration agreed upon between the related parties:

	<u>Other Entities</u>	
	2018	2017 (Restated) (Note 3)
Expenses - Directly Incurred		
Other Services	\$ 347	\$ 147
Receivable from Other Government Departments	\$ 56	\$ 1

The ministry also had the following transactions with related parties for which no consideration was exchanged. The amounts for these related party transactions are estimated based on the costs incurred by the service provider to provide the service. These amounts are not reported in the financial statements but are disclosed in Schedule 5.

	<u>Other Entities</u>	
	2018	2017 (Restated)
Expenses - Incurred by Others		
Accommodation	2,073	1,728
Business Services	858	664
Legal Services	179	142
Other Resources	165	470
	<u>\$ 3,275</u>	<u>\$ 3,004</u>

MINISTRY OF EXECUTIVE COUNCIL
SCHEDULE TO FINANCIAL STATEMENTS

ALLOCATED COSTS

Year ended March 31, 2018

(in thousands)

Program	2018					2017 (Restated) (Note 3)	
	Expenses - Incurred by Others					Total Expenses	Total Expenses
	Expenses ⁽¹⁾	Accommodation Costs ⁽²⁾	Legal Services ⁽³⁾	Services ⁽⁴⁾	Resources ⁽⁵⁾		
Office of the Premier/Executive Council	\$ 15,221	\$ 1,924	\$ 179	\$ 676	\$ 165	\$ 18,165	\$ 18,607
Intergovernmental Relations	3,450	149	-	182	-	3,781	3,758
	<u>\$ 18,671</u>	<u>\$ 2,073</u>	<u>\$ 179</u>	<u>\$ 858</u>	<u>\$ 165</u>	<u>\$ 21,946</u>	<u>\$ 22,365</u>

(1) Expenses - Directly Incurred as per Statement of Operations.

(2) Accommodation Costs allocated by square footage.

(3) Legal Services Costs allocated by estimated costs incurred by each program.

(4) Business Services Costs, including charges for IT support, vehicles, internal audit services and other services, allocated by costs in certain programs.

(5) Other Resources include strategic communications services, FOIP support and seconded staff.

Annual Report Extracts and Other Statutory Reports

Public Interest Disclosure (Whistleblower Protection) Act

Section 32 of *Public Disclosure Act* requires ministries to report annually on the following parts of the Act:

- (a) The number of disclosures received by the designated officer of the Public Interest Disclosure Office, the number of disclosures acted on and the number of disclosures not acted on by the designated officer;
- (b) The number of investigations commenced by the designated officer as a result of disclosures;
- (c) In the case of an investigation that results in a finding of wrongdoing, a description of the wrongdoing and any recommendations made or corrective measures taken in relation to the wrongdoing or the reasons why no corrective measure was taken.

Between April 1, 2017 and March 31, 2018, there were no disclosures of wrongdoing filed or referred to the Public Interest Disclosure Office for the Ministry.