

GOVERNMENT OF ALBERTA

Annual Report

Executive Council

2019-2020

Executive Council, Government of Alberta | Executive Council 2019–2020 Annual Report

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Table of Contents

| | |
|---|-----------|
| Preface | 5 |
| Premier’s Accountability Statement | 6 |
| Message from the Premier | 7 |
| Management’s Responsibility for Reporting | 8 |
| Results Analysis | 9 |
| Ministry Overview..... | 10 |
| Discussion and Analysis of Results..... | 12 |
| Performance Measure and Indicator Methodology..... | 17 |
| Financial Information | 19 |
| Ministry Financial Highlights..... | 20 |
| Other Financial Information..... | 23 |
| Annual Report Extracts and Other Statutory Reports | 24 |

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 financial information 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*, as separate reports, 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, 2020, 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 July 8, 2020 with material economic or fiscal implications of which I am aware have been considered in the preparation of this report.

[Original signed by]

Jason Kenney
Premier and Minister of Intergovernmental Relations

Message from the Premier



I am pleased to present Executive Council's annual report for the 2019-2020 fiscal year.

Executive Council is responsible for strategically coordinating the government's implementation of our common sense plan to get Alberta back to work, make life better for Albertans, and stand up for our province.

This past year, Executive Council supported hundreds of vital initiatives, including eliminating the carbon tax, implementing the Job Creation Tax Cut, and introducing the *Open for Business Act* – sending the message to investors, job creators and entrepreneurs all over the world that Alberta is open for business and open for jobs.

The year ended with COVID-19, sparking a global public health emergency. To protect the health and safety of Albertans, Executive Council worked closely with all Alberta government ministries to mitigate the devastating impacts of the pandemic. I continue to be inspired by and proud of the staff at Executive Council and the entire public service for their outstanding work in response to this crisis.

The dual impact of the pandemic and a precipitous drop in energy prices has made it all the more important that we work to advance Alberta's priorities across Canada. From trade to pipelines, we will persist in our fight for a fair deal for Alberta in Canada. We will respond to the recommendations of the Fair Deal Panel and continue to press for democratic reform. We will enact our Economic Recovery Plan – a bold, ambitious, long-term strategy to build, to diversify and to create jobs.

The actions outlined in this annual report will help us build a strong and free Alberta.

[Original signed by]

Jason Kenney
Premier

Management's 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 accompanying ministry financial information 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 the financial information and performance results. The financial information and performance results, of necessity, include amounts based on estimates and judgments. The financial information is prepared using the government's stated accounting policies, which are based on 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 2019*.

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 and 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]

Ray Gilmour,
Deputy Minister of Executive Council
July 8, 2020

Results Analysis

Table of Contents

| | |
|--|-----------|
| Ministry Overview | 10 |
| Organizational Structure | 10 |
| Discussion and Analysis of Results | 12 |
| Red Tape Reduction | 12 |
| Outcome One | 13 |
| Outcome Two | 15 |
| Performance Measure and Indicator Methodology | 17 |

Ministry Overview

In 2019-20, Executive Council supported the implementation of government policy by focusing its efforts on achieving the following two outcomes:

- **Outcome One:** Government's agenda is implemented effectively in coordination with ministries
- **Outcome Two:** Alberta's priorities are advanced across Canada

Organizational Structure

The ministry consists of the Department of Executive Council. Executive Council supports the Premier and Cabinet to ensure outcomes are achieved by supporting strategic planning, coordinated policy development and informed decision-making for ministries as they implement the government's agenda. The ministry consists of the following divisions.

Office of the Premier

The Office of the Premier provides 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 liaison staff. 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 in the provision of strategic advice and effective operation of the cabinet decision-making process. As head of the Alberta Public Service, the Deputy Minister also provides leadership and oversight to the Deputy Minister's Council and Alberta public service staff. The Deputy Minister's office supports efficient implementation of government's decisions, including delivery of strategic and operational priorities, and provides advice to departments.

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 Ministry Services

The Cabinet Coordination and Ministry 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 and Cabinet committees. CCO provides strategic agenda-setting and development, facilitates information flow to decision-makers, records minutes and communicates meeting outcomes.
- Operations and Machinery of Government (OMG) works with all ministries to monitor programs and projects and identify emerging operational issues across government. OMG produces situation briefings to support the Deputy Minister's Office and Premier's Office, leads corporate planning and reporting for the ministry, and manages strategic projects as required.

- 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, Speech from the Throne and installation of the Lieutenant Governor. The Protocol Office also manages the conference facilities at Government House in Edmonton, McDougall Centre in Calgary and the Edmonton Federal Building. Protocol provides secretariat support to the Alberta Order of Excellence – the highest honour the province can bestow on a citizen.
- Ministry Services supports the day-to-day operations of the ministry. This area oversees 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 ministry's accountabilities under the *Freedom of Information and Protection of Privacy Act*; records management; and information and technology support and services.

Policy Coordination Office

The Policy Coordination Office (PCO) works in partnership with CCO to support the implementation of government's policy and legislative agenda. PCO assists the Premier's Office in setting and coordinating the government's annual legislative agenda. PCO works with all ministries across government to support the development of policy options that align with the government's agenda and coordinates the system to review and approve government regulations.

PCO plays an essential quality assurance function for ministries to ensure that high-quality decision documents are provided to Cabinet and its committees. PCO provides secretariat support to Cabinet committees, including setting and creating agendas, briefing committee chairs, logistics, developing decision documents and producing official meeting records.

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 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.

The Internal Trade branch within IGR focuses on showing leadership and partnering with other provinces to reduce internal trade barriers.

Discussion and Analysis of Results

Red Tape Reduction

The Ministry of Executive Council is committed to the ongoing review of programs and services to ensure that the best possible outcomes are being achieved for Albertans. As part of this ongoing review, the ministry is committed to reducing red tape to make life easier for hard-working Albertans and businesses. This includes reducing regulatory burden and unnecessary processes to encourage economic growth and job creation and make Alberta one of the freest and fastest moving economies in the world.

Reducing Barriers to Internal Trade

Intergovernmental Relations led collaboration with other ministries and jurisdictions to reduce red tape and barriers to internal trade. IGR's red tape reduction results and activities included the following.

- Alberta announced the removal of 21 Canada Free Trade Agreement (CFTA) party-specific exceptions, representing an 80% reduction. Twenty were removed in 2019-20 and one in 2020-21. Alberta now has the lowest number of exceptions of any of the parties to the agreement. The eliminated exceptions dealt with areas such as procurement, the energy sector, alcohol and the sale of public lands. CFTA exceptions shelter protectionist policies that may act as a barrier to trade. Removing these exceptions helps create a more open, transparent and competitive marketplace. Every action that removes trade barriers stands to improve the economy of Alberta and benefit Albertans.
- Representing Alberta on the Regulatory Reconciliation and Cooperation Table (RCT). The RCT was created under the CFTA to reduce barriers to trade, investment, and labour mobility within Canada by reconciling regulatory differences that companies may experience when doing business across provincial and territorial borders.
- Leading Alberta's participation in negotiations to bring financial services and non-medical cannabis under the rules of the CFTA.
- Encouraging other provinces and territories to join the New West Partnership Trade Agreement, the most open and comprehensive trade agreement in Canada, which allows goods, services, capital and workers to move freely across provincial boundaries.

Reducing Administrative Burdens

The Policy Coordination Office and the Cabinet Coordination Office focused on administrative efficiencies aimed at achieving an ambitious policy agenda and using the Premier's and ministers' meeting time to maximum effect.

Examples of these changes include the review and adjustment of decision-making structures, processes, document requirements and information management systems.

Outcome One: Government's agenda is implemented effectively in coordination with ministries

Key Objectives

1.1 Provide advice and support to ministries to align policy and legislative proposals. Assist government to implement public policies, programs and services.

1.2 Provide advice and information to the Premier and Cabinet to support informed decision-making.

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 following.

The Policy Coordination Office provided advice and support to ministries to ensure alignment of policy and legislative proposals and implementation of public policies, programs and services. Results included the following.

- Supported a substantive amount of government business including a total of 86 Cabinet committee meetings on behalf of five Cabinet committees. In total, the committees reviewed 531 strategic, policy, regulatory and legislative initiatives. This included coordination of agendas and decisions documents, briefing committee chairs, and working with the Cabinet Coordination Office to produce meeting records.
- Supported the development of 41 government bills introduced in the Legislature.
- Provided policy advice and support to 21 ministries throughout the policy development process.

The Cabinet Coordination Office (CCO) supported government's agenda by facilitating timely and effective decision-making at Cabinet and Cabinet committees. CCO also provided advice on Cabinet agenda-setting and the efficient operation of Cabinet and Cabinet committees. Key results for 2019-20 included the following.

- Coordinated and supported 32 Cabinet meetings, 12 Cabinet committee meetings, two Cabinet retreats and four Cabinet e-polls. These services included briefing the Premier, logistics, developing agendas and decision documents, producing official meeting records, and 492 appointments to public agencies, boards, commissions and the courts.
- Supported the establishment and operation of the Priorities Implementation Cabinet Committee (PICC) and the temporary Emergency Management Cabinet Committee (EMCC), which convened during the Public Health Emergency. Before the end of March 2020, PICC met once and EMCC met 11 times to manage the impacts of the COVID-19 pandemic.
- Worked with ministries, Legislative Counsel Office and the Lieutenant Governor's Office to coordinate the signing of 342 Orders in Council.
- Refined scheduling, agenda development, document control and other administrative processes to improve the operation and efficiency of Cabinet meetings.

Operations and Machinery of Government continued to monitor program and project implementation across government, identify and report on emerging operational issues, and provide planning and project management support to the ministry.

Outcome One Performance Measures

| Performance Measure | 2017-18 Result | 2018-19 Result | Current Result | 2019-20 Target |
|---|----------------|----------------|----------------|----------------|
| 1.a Satisfaction of ministries with the services they receive from Executive Council | 79% | 77% | 82% | 85% |
| 1.b Average monthly unique visits by policy professionals to government's internal policy development and coordination resource website ¹ | 1,030 visits | 754 visits | 308 visits | 1,000 visits |
| 1.c Satisfaction of ministries that the advice and support from Executive Council assists the ministries in advancing the policy and operational mandates of the government ² | 82% | 76% | 72% | 85% |

¹ Visits to the policy development and coordination website are lower than the target because PCO reduced the reliance on the online resource by moving to a more client-oriented delivery model which included presentations and frequent in-person meetings between PCO staff and ministry policy staff. Policy work has also become more consolidated in some ministries which reduced new monthly website visitors. The ministry will review the suitability of this performance measure as part of the annual business planning process.

² PCO and CCO are committed to working with ministries to ensure that the advice and support provided by Executive Council advances their policy development proposals and implementation initiatives. PCO and CCO will use the survey results to identify improvements to bring the level of satisfaction closer to the target percentage.

Outcome Two: Alberta's priorities are advanced across Canada

Key Objectives

- 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.**

The ministry coordinates Alberta's leadership and participation within the Canadian federation and welcomes heads of state or representatives from other governments. IGR and the Protocol Office of Executive Council lead the coordination and promotion of Alberta's priorities as they relate to other governments across Canada and the international community. IGR works with other ministries across the Government of Alberta to develop collaborative approaches and expand multilateral and bilateral partnerships.

The Premier participates in intergovernmental forums, such as the Council of the Federation, First Ministers' Meetings and the Western Premiers' Conference. As these meetings provide key opportunities to advance Alberta's intergovernmental interests, IGR supports the Premier with strategic analysis, policy advice and logistics. Key meetings supported by IGR included the following.

Western Premiers' Conference

Alberta hosted the Western Premiers' Conference, which was attended by premiers from British Columbia, Saskatchewan, Manitoba, Yukon, Northwest Territories, and Nunavut. The full day meeting occurred on June 27, 2019. Premiers discussed enhancing competitiveness and sustainable development through economic corridors, committing to responsible resource development and action on climate change, and improving internal trade and labour mobility for workers.

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 relationships among governments, and demonstrate leadership on issues important to all Canadians. The 2019 Summer Meeting was held from July 9-11, in Saskatoon, Saskatchewan. Premiers had productive discussions about strengthening the economy by reducing barriers to internal trade, improving the quality and sustainability of Canada's healthcare systems, and supporting effective labour market mobility and foreign qualification recognition processes.

- Prior to the Council of the Federation meeting, Premiers met with National Indigenous Organization (NIO) Leaders from the Assembly of First Nations, Congress of Aboriginal Peoples, the Native Women's Association of Canada and members of the Big River First Nation who hosted the meeting. During the meeting, Premiers and NIO leaders discussed the importance of economic partnerships and child and family services legislation.

First Ministers' Meeting

A First Ministers' Meeting was scheduled for March 13, 2020, but was cancelled due to the COVID-19 pandemic. Beginning on March 23, 2020, First Ministers met weekly by conference call to discuss coordinated efforts to support Canadians and control the spread of COVID-19.

Multilateral and Bilateral Meetings

IGR supported the Premier, ministers and deputy ministers at 194 multilateral and bilateral meetings and conferences. These meetings advanced Alberta's interests on a range of issues, including energy infrastructure, climate change, health care, Indigenous issues, internal trade and economic growth.

Intergovernmental Agreements

Under Section 11 of the *Government Organization Act*, the Minister of Executive Council is responsible for approving all of Alberta's intergovernmental agreements. IGR reviewed 184 agreements between the Government of Alberta and other governments that proceeded to signature.

Internal Trade

IGR led collaboration with other ministries and jurisdictions to reduce red tape and barriers to internal trade. IGR's results and activities on internal trade are itemized in the Red Tape Reduction section of this report.

Alberta Protocol Office

The Alberta Protocol Office has a key role in supporting political, economic and cultural relations by welcoming and supporting international dignitaries visiting Alberta. Highlights from 2019-20 included the following.

- A State visit by Her Excellency Kolinda Grabar-Kitarović, President of the Republic of Croatia.
- Four official visits to Alberta by Heads of Mission, which included visits by Ambassadors, High Commissioners and Consul Generals. These visits allow for Heads of Mission to meet with the Premier and Ministers.
- Twelve working visits coordinated and executed by the Alberta Protocol Office.
- Booking and support of meetings and events for elected and senior officials within government, including 1,670 meetings with 42,384 attendees in the Edmonton Federal Building; 372 meetings with 7,583 attendees at Government House in Edmonton; and 1,403 meetings with 15,301 attendees at McDougall Centre in Calgary.

Outcome Two Performance Measures

| Performance Measure | 2016-17 Result | 2017-18 Result | 2018-19 Result | Current Result | 2019-20 Target |
|--|----------------|----------------|----------------|----------------|----------------|
| 2.a Satisfaction of ministries with the services they receive from Executive Council to advance Alberta's interests within Canada | 88% | 88% | 88% | 92% | 90% |
| 2.b Percentage of intergovernmental agreements reviewed within the designated two-week timeframe ¹ | N/A | N/A | 100% | 100% | 100% |

¹ Measure 2.b data was first collected in 2018-19.

Outcome Two Performance Indicator

| Performance Indicator | 2015-16 Result | 2016-17 Result | 2017-18 Result | 2018-19 Result | Current Result |
|--|----------------|----------------|----------------|----------------|----------------|
| 2.c Number of intergovernmental meetings (multilateral and bilateral) supported | 176 | 187 | 183 | 110 | 194 |

Performance Measure and Indicator Methodology

Performance Measure 1.a:**Satisfaction of ministries with the services they receive from Executive Council**

Source: Executive Council Client Survey – Last administered from December 23, 2019 to January 16, 2020

This measure shows the satisfaction level of Government of Alberta staff who receive services from the Policy Coordination Office (PCO) and/or the Cabinet Coordination Office (CCO) in Executive Council. It does not include the satisfaction of staff who receive services from Intergovernmental Relations (IGR) in Executive Council (covered in Performance Measure 2.a). Questions are administered as part of an internal survey distributed to clients of Executive Council across government departments once a year. Based on a 5-point Likert scale, this measure combines the “satisfied” and “very satisfied” results of the questions for a total satisfaction score. Information gathered from ministries about the level of satisfaction with services helps to identify current strengths and areas where services can be improved.

Performance Measure 1.b:**Average monthly unique visits by policy professionals to government's internal policy development and coordination resource website**

Source: Internal website

This measure shows the average number of monthly unique visits by Government of Alberta staff to the website for a given year. This measure is calculated by adding the monthly unique visits to the site for the period of April to March and dividing by the number of months in the reporting period. Increasing the number of staff who are aware and accessing the content on the website will support implementation of the government's policy agenda.

Performance Measure 1.c:**Satisfaction of ministries that the advice and support from Executive Council assists the ministries in advancing the policy and operational mandates of the government**

Source: Executive Council Client Survey – Last administered from December 23, 2019 to January 16, 2020

This measure shows the satisfaction level of Government of Alberta staff who receive services from PCO and/or CCO in Executive Council specific to support in advancing the policy and operational mandates of the government. It does not include the satisfaction of staff who receive services from IGR in Executive Council. Questions are administered as part of an internal survey distributed to clients of Executive Council across government departments once a year. Based on a 5-point Likert scale, this measure combines the "satisfied" and "very satisfied" results of the questions for a total satisfaction score.

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

Source: Executive Council Client Survey – Last administered from December 23, 2019 to January 16, 2020

This measure shows the satisfaction level of Government of Alberta staff who receive services from Intergovernmental Relations in Executive Council. It does not include the satisfaction of staff who receive services from the Policy Coordination Office or the Cabinet Coordination Office in Executive Council. Questions are administered as part of an internal survey distributed to clients of Executive Council across government departments once a year. Based on a 5-point Likert scale, this measure combines the "satisfied" and "very satisfied" results of the questions for a total satisfaction score.

Performance Measure 2.b:**Percentage of intergovernmental agreements reviewed within the designated two-week timeframe**

Source: Internal database

This measure shows the extent to which new or proposed intergovernmental agreements submitted to Intergovernmental Relations by other Government of Alberta ministries are reviewed within the designated two-week service standard.

Performance Indicator 2.c:**Number of intergovernmental meetings (multilateral and bilateral) supported**

Source: Internal database

Financial Information

Year ended March 31, 2020

Table of Contents

| | |
|---|-----------|
| Ministry Financial Highlights | 20 |
| Statement of Revenues and Expenses (unaudited) | 20 |
| Revenue and Expense Highlights | 21 |
| Expenses – Directly Incurred Detailed by Object (unaudited) | 22 |
| Other Financial Information | 23 |
| Lapse/Encumbrance (unaudited) | 23 |
| Payments Based on Agreements (unaudited) | 23 |

Ministry Financial Highlights

Statement of Revenues and Expenses (Unaudited)

| | 2020 | | 2019 | Change from | |
|---|-----------------------|--------------------|----------------------|-----------------|-------------------|
| | Budget | Actual | Actual (Restated) | Budget | 2019 |
| | <i>(in thousands)</i> | | | | |
| Revenues | | | | | |
| Other revenues | \$ 8 | \$ 43 | \$ 7 | \$ 35 | \$ 36 |
| Ministry total | 8 | 43 | 7 | 35 | 36 |
| Inter-ministry consolidation adjustments | - | - | - | - | - |
| Adjusted ministry total | 8 | 43 | 7 | 35 | 36 |
| Expenses - directly incurred | | | | | |
| Programs | | | | | |
| Office of the Premier / Executive Council | 14,778 | 14,360 | 13,510 | (418) | 850 |
| Intergovernmental Relations | 4,841 | 3,934 | 3,718 | (907) | 216 |
| Ministry total | 19,619 | 18,294 | 17,228 | (1,325) | 1,066 |
| Inter-ministry consolidation adjustments | - | - | - | - | - |
| Adjusted ministry total | 19,619 | 18,294 | 17,228 | (1,325) | 1,066 |
| Annual surplus (deficit) | \$ (19,611) | \$ (18,251) | \$ (17,221) | \$ 1,360 | \$ (1,030) |

Revenue and Expense Highlights

Revenues

- Revenues for Executive Council are generated primarily through events hosted at Government House.
- Revenues have increased from budget and prior year due to refund of expenditure for a credit balance on a rental contract.

Expenses

Comparison of budget to actual expense results

(in thousands)

| 2019-20 | 2019-20 |
|----------|----------|
| Actual | Budget |
| \$18,294 | \$19,619 |

Expenses for the ministry were \$1,325 (7 per cent) below budget.

- Office of the Premier/Executive Council expenses were \$418 lower than budget primarily due to recovery of valuation adjustments for a reduced employee vacation liability. Employee vacation liability is a non-cash expense that is not included in budget.
- Intergovernmental Relations expenses were \$907 lower than budget due primarily to staff vacancies as staffing actions were taken during the year.

Comparison of year-over-year results (actual to actual)

(in thousands)

| 2019-20 | 2018-19 |
|----------|----------|
| Actual | Actual |
| \$18,294 | \$17,228 |

Expenses for the ministry were \$1,066, (7 per cent) higher than in 2018-19.

- Expenses were higher than prior year by \$1,066 primarily due to severance pay of \$1,990, caused by the change in staff from the previous government, and in-year staffing reductions. Without these payments, ministry spending would have been \$924 lower than the prior year.

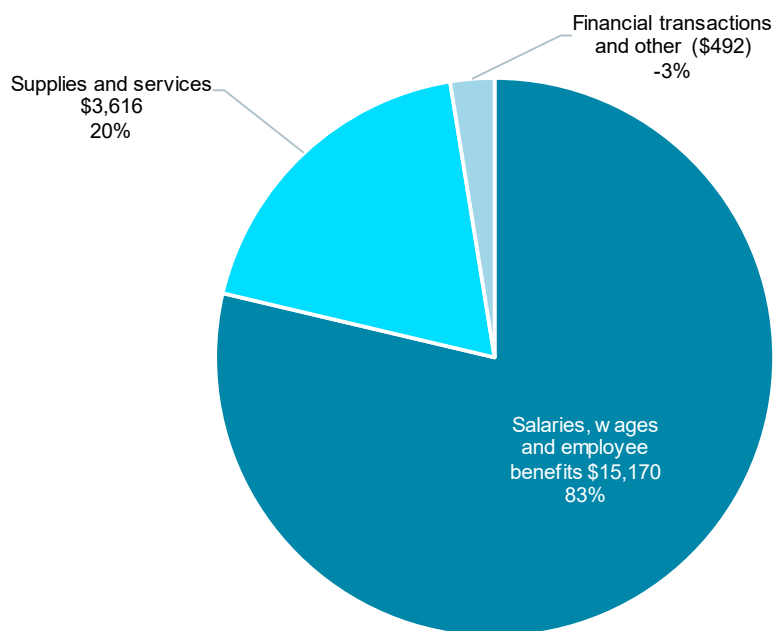
Expenses – Directly Incurred Detailed by Object (Unaudited)

(in thousands)

The following information presents the expenses of the ministry that were directly incurred by object. The total expenses in 2019-20 for Executive Council were \$18,294. This represents a decrease from budget of \$1,325 (7 per cent).

2020 Actual

(in thousands)



Salaries, wages and employee benefits

(\$15,170 or 83 per cent of total expenses)

- Salaries, wages and employee benefits were lower than budget by \$736 (5 per cent). The decrease was predominantly due to staff vacancies as staffing actions were taken during the year.

Supplies and Services

(\$3,616 or 20 per cent of total expenses)

- Supplies and Services were lower than budget by \$17 (0.5 per cent).

Financial Transactions and Other

(\$492 or -3 per cent of total expenses)

- Financial Transactions is recorded as a negative expenditure of (\$492) compared to a budget of \$80. This is due to a reduction to the vacation liability (\$562) and savings from the reduction in the Premier's salary. As a result, Financial Transactions are under budget by \$572.

Other Financial Information

Lapse/Encumbrance (unaudited)

(in thousands)

| Expense Vote by Program | Voted Estimate ⁽¹⁾ | Supplementary Supply | Adjustments | Adjusted Voted Estimate | Voted Actuals ⁽²⁾ | Unexpended (Over Expended) |
|---|-------------------------------|----------------------|-------------|-------------------------|------------------------------|----------------------------|
| Operating Expense | | | | | | |
| Office of the Premier/Executive Council | | | | | | |
| 1.1 Office of the Premier / Executive Council | \$ 14,154 | \$ - | \$ - | \$ 14,154 | \$ 14,365 | \$ (211) |
| 1.2 Office of the Lieutenant Governor | 624 | - | - | 624 | 557 | 67 |
| | <u>14,778</u> | <u>-</u> | <u>-</u> | <u>14,778</u> | <u>14,922</u> | <u>(144)</u> |
| Intergovernmental Relations | | | | | | |
| 2.1 Intergovernmental Relations | 4,841 | - | - | 4,841 | 3,934 | 907 |
| | <u>4,841</u> | <u>-</u> | <u>-</u> | <u>4,841</u> | <u>3,934</u> | <u>907</u> |
| Total | <u>\$ 19,619</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 19,619</u> | <u>\$ 18,856</u> | <u>\$ 763</u> |
| Lapse/(Encumbrance) | | | | | | <u>\$ 763</u> |
| Capital Investment Vote by Program | | | | | | |
| Department Capital Acquisitions | | | | | | |
| Office of the Premier/Executive Council | | | | | | |
| 1.1 Office of the Premier / Executive Council | \$ 25 | \$ - | \$ - | \$ 25 | \$ - | \$ 25 |
| 1.2 Office of the Lieutenant Governor | - | - | - | - | 13 | (13) |
| Total | <u>\$ 25</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 25</u> | <u>\$ 13</u> | <u>\$ 12</u> |
| Lapse/(Encumbrance) | | | | | | <u>\$ 12</u> |

(1) As per "Expense Vote by Program" page 109 of 2019-20 Government Estimates.

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

Payments Based on Agreements (unaudited)

(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 based under these agreements are incurred by the ministry under authority of Section 25 of the *Financial Administration Act*.

The agreements cover the Canadian Intergovernmental Conference Secretariat costs.

Amounts paid and payable based on agreements are as follows:

| | 2020 | 2019 |
|---|---------------|---------------|
| Canadian Intergovernmental Conference Secretariat | <u>\$ 259</u> | <u>\$ 270</u> |

Annual Report Extracts and Other Statutory Reports

Section 32 of the *Public Interest Disclosure (Whistleblower Protection) Act* requires ministries to report annually on the following parts of the Act:

- (a) the number of disclosures received by the designated officer, 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; and
- (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.

There were no disclosures of wrongdoing filed with the Public Interest Disclosure Office for the ministry between April 1, 2019 and March 31, 2020.

