

HIGHLIGHTS



Cutting red tape

The first one hundred days



Table of Contents

Minister's Message	4
Background	5
Highlights of Red Tape Reductions in the First 100 Days	6
How Alberta is Taking Action to Reduce Red Tape	12
Taking Inventory	13
Asking Albertans for input	13
Talking to Industry	14
Tracking our Progress	15
Conclusion	15
Appendix	16
Completed Initiatives	16
Associate Minister of Red Tape Reduction	20
Red Tape Reduction Office	20
Principles of Red Tape Reduction Initiative	21
Industry Panels	22
Counting/Tracking Progress	22

Minister's Message

This past spring we committed to getting Albertans back to work and to grow our economy.

To deliver on that promise, our government established the office of Red Tape Reduction and I was given the honour by our Premier, Jason Kenney, to represent this file as associate minister.

Since then we have been working closely with all areas of government to establish red tape reduction action plans that work for Albertans.

Unnecessary red tape prevents job creators from creating jobs, businesses from growing and generally makes life difficult for all of us. These regulatory burdens are costing Albertans money, time that could be better spent with family and a better way of life.

Our goal is simple: identify and cut the red tape that is preventing Albertans from obtaining the services they need and eliminate that unnecessary red tape by one-third.

We immediately established an action plan that included:

- Cut red tape within government to allow the public sector to focus on serving Albertans better;
- Create a red tape reduction website to crowdsource input from businesses, organizations and the public;
- Form industry panels to help us identify unnecessary red tape in priority sectors of Alberta's economy;
- Move from a process to outcome-based regulatory approach; and
- Fight for an end to interprovincial barriers to free trade.

Since then, we have successfully eliminated various items of red tape, received over 2,400 submissions to our website (CutRedTape.Alberta.ca) and met with the first two of our industry panels.

We are optimistic that we will reach our goal of reducing unnecessary red tape and once we do, we will implement a “one-in/one-out” rule requiring ministries to identify at least one offsetting regulatory requirement for every new requirement created.

Together, we have made tremendous progress. This report tells the story of the first 100 days of our work, our achievements and our next steps as we continue down the path and pave the way for a better Alberta.

The Red Tape Reduction initiative will be a key factor in making Alberta one of the freest and fastest-moving economies in the world.

Grant Hunter, Associate Minister of Red Tape Reduction

Background

For years Alberta businesses and everyday Albertans have been bogged down with excessive red tape. At last count, our province had more than 470 acts and more than 1,000 regulations as well as countless more policies, forms and processes – many of which could be streamlined, modernized or cut.

This amount of red tape creates considerable headaches for people who must navigate an often unfriendly system and fill out form after form in order to access a government program or basic necessity.

In January 2019, the Canadian Federation of Independent Business (CFIB) released its annual Red Tape Report Card (<https://www.cfib-fcei.ca/en/advocacy/red-tape-report-card>), which grades provincial governments on their progress tackling excessive regulation. For the second year running, Alberta scored an “F.” According to the report, Alberta earned a failing grade because it had not made reducing red tape a priority. In fact, new rules on health and safety had increased red tape, worsening the burden on businesses. The CFIB estimates that in 2017, businesses paid about \$4.4 billion to comply with regulations.

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“The Alberta government needs to comprehensively measure all regulatory requirements business owners face. This information must be publicly reported on a regular basis so legislators can understand the size of the problem and set reduction targets.”

- *Canadian Federation of Independent Businesses in the 2019 Red Tape Report Card*

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Governments create regulations and policies for a number of good and well-intentioned reasons. They help protect the environment, keep people safe and healthy, and ensure industries are fair and competitive. Over time however, many regulations outlive their usefulness and some no longer reflect current realities.

Our government launched our plan to eliminate excessive red tape and is undertaking a number of strategies to keep our promise to cut red tape by one-third.

We have already made significant progress. In our first 21 days in office, cabinet passed 17 red tape reduction proposals, including:

- Making it easier for charities and non-profits to operate by modernizing banking requirements and offering multi-year rather than just annual funding agreements;
- Improving access to financial supports for agribusiness by cutting unnecessary forms; and
- Simplifying permits for trucks traveling over provincial and municipal roads.

Here are some highlights of what we accomplished.

Highlights of Red Tape Reductions in the First 100 Days

Agriculture and Forestry

- Streamlined the *Weed Control Act* appeal process, significantly shortening process wait times from over 300+ days to 30-40 days.
- The Agriculture Financial Services Corporation (AFSC) established an AgriBusiness Lending Centre. Lenders in Lethbridge, Calgary and Leduc will serve the food and value-added processing sectors and build relationships with small- to medium-sized businesses.
- The AFSC introduced a quick-loan option for up to \$100,000 for new clients and \$150,000 for existing clients, providing access to capital in about 20 minutes.

Agriculture Financial Services Corporation lending mandate

Entrepreneurs in the food and value-added processing sector will have better access to financing to get their products to market and create jobs for Albertans, thanks to changes made by the Agriculture Financial Services Corporation (AFSC). Its changes have simplified the process for those seeking financing.

First, the AFSC established an AgriBusiness Lending Centre. Lenders in Lethbridge, Calgary and Leduc will serve the food and value-added processing sectors and build relationships with small- to medium-sized businesses.

Second, the AFSC streamlined the application process, reducing turnaround times. Related to this, the AFSC introduced a quick-loan option for up to \$100,000 for new clients and \$150,000 for existing clients, providing access to capital in about 20 minutes.

With a \$15-million lending limit for agricultural producers, streamlined processes and lenders across the province, the AFSC is well positioned to fuel economic growth and job creation. Since the end of May, the AFSC approved more than \$11.5 million in new lending support for the food and value-added processing sector.

Community and Social Services

- Reduced the burden on AISH applicants with disabilities and mental health challenges by no longer requiring them to fill out financial eligibility forms when seeking Legal Aid.
- Reduced wait times when applying for grants, providing certainty to stakeholders and freeing up non-profit organizations so they can focus on delivering programs and services.

MyAlberta Evacuation Payment

The MyAlberta Evacuation Payment was used for the first time during the 2019 Alberta wildfires. Evacuees could apply online and receive one-time emergency funding via Interac e-Transfer to help them with the costs of being evacuated. Sixty per cent of evacuees (approximately 12,000 of 20,000) used the online process and were able to receive the payment within one day of applying. Compared to receiving the payment by debit card or cheque, e-Transfers removed the need for people to travel to specific locations and wait in line to receive financial assistance, saving them time and reducing administration for government.

Culture, Multiculturalism and Status of Women

- Set up e-transfers for Community Grant Programs. This will allow organizations to receive their funding within three to five business days, rather than an average wait of 100 days.

Economic Development, Trade and Tourism (EDTT)

- In partnership with Environment and Parks, EDTT's Tourism division achieved a major deliverable when government officially announced the extension of public land lease tenure from 25 to 60 years for qualifying tourism development projects.

Energy

- Restored certainty in our electrical system by returning to an energy-only market; reducing the administrative burden on the industry.
- Simplified the code of conduct regulation under the *Electric Utilities Act*.
- Repealed the Independent Power and Small Power as well as Innovative Energy Technologies Regulations as they are no longer required.
- Simplified the advertisement requirements for electricity retailers and natural gas services.

Environment and Parks

- Tourism operators can now get longer leases on public lands, gaining greater certainty for their futures and making the tourism industry more competitive. This is a partnership between Environment and Parks and Economic Development, Trade and Tourism.
- Alberta ranchers who go above and beyond the government's environmental standards are being rewarded with extended 20-year leases. This gives ranchers long-term economic stability and clears the backlog of leases waiting approval.
- Lifted prohibition-era liquor constraints on provincial park campsites and select day use areas across the province, allowing responsible Albertans the pleasure of enjoying a beer and a burger in these areas, and freeing up parks staff to ensure public safety and visitor enjoyment rather than enforcing onerous liquor bans.

Infrastructure

- Updated and simplified the current appraisal policy on rural property sales. This change will reduce government costs and speed up the rural property sales process by as much as four weeks.

Justice and Solicitor General

- Required civil enforcement agencies to discharge inactive civil enforcement registrations that were greater than 10 years old so Albertans no longer have to apply for a court order to discharge them.
- Paved the way to introduce barcodes in standard handwritten multi-part violation tickets used by enforcement agencies allowing greater accuracy and efficiency, and supports the future Traffic Ticket Digital Service that is currently under development.

Barcoding for standard handwritten violation tickets

Starting this fall, Alberta will introduce barcodes in standard handwritten multi-part violation tickets used by enforcement agencies. Barcodes will bring more accuracy and efficiency, and will support the future Traffic Ticket Digital Service under development. The new service will let people use their smartphones and the barcode on the traffic ticket to pay traffic fines, request time to pay and/or make partial payments.

Labour and Immigration

- Eliminated barriers to newcomers to Alberta with the *Fair Registration Practices Act*.
- Unified the College of Alberta Professional Technologists and the College of Alberta Professional Foresters into one professional regulatory organization – the Association of Alberta Forest Management Professionals.

The Fair Registration Practices Act

For many professionals who come to Alberta, excessive red tape prevents them from working in their field even if they have been practicing for years outside Alberta. The *Fair Registration Practices Act* will eliminate many of the barriers newcomers have to deal with. For example, Jacqueline worked as a medical doctor overseas for 25 years. But after facing the endless barriers and hoops of the system in Alberta, she ultimately had to go through a diploma program just to find work in an administrative job in a medical clinic. Every day Jacqueline is surrounded by doctors who have comparable training, but she is not able to care for patients the way she was trained to.

Municipal Affairs

- Upgraded the Municipal Disaster Recovery Program application form. This includes collecting more information up-front so eligible municipalities can receive funding more quickly.
- Safety codes officers and master electricians will no longer pay administrative fees for certain services, such as training equivalency requests, preparation of records/photocopying and replacing certificates or identification cards.

Service Alberta

- Introduced digital ID that can validate identity online. This innovation enabled people who were evacuated from their homes during the 2019 wildfires to apply for financial support online instead of in person. Evacuees were able to deposit funds directly – and promptly – into their accounts.
- Paused the regulations coming into force on condominiums until government can review them, meet with stakeholders and determine if adjustments need to be made to strike the right balance without increasing red tape and administrative burden.
- Eased the burden on private-sector business by directing the Real Estate Council of Alberta about proposed changes to business signage requirements.

Pausing new condominium governance-related regulations

Government recently heard from Albertans that the new condominium governance-related regulations that were to come into effect on July 1, 2019 were going to bring extra red tape.

We place a great deal of value on input from condominium stakeholders. Condominiums are homes, but they're also managed like businesses. They have budgets, capital plans and bylaws to help them run efficiently. We don't want our regulations to get in the way of them operating effectively.

That's why we are pausing those regulations coming into force until we can review them, meet with stakeholders and determine if adjustments need to be made to strike the right balance without increasing red tape and administrative burden.

Those regulations, along with those requiring condominium boards to purchase new forms of insurance, are now scheduled to come into force on January 1, 2020.

Transportation

- Reduced administrative burden for industry due to harmonized rig classification standards across the province.
- Reclassification of Oilwell Service rigs reduced more administrative burden for industry by exempting oil well service rigs from some regulatory requirements on commercial vehicles. This initiative works to align with other provinces.

Treasury Board and Finance

- Established the outcome-based regulatory approach to minimize regulatory impacts on citizens and businesses and enforcing each ministry to enact a Red Tape Reduction Plan of their own.
- Introduced digital proof of automobile insurance enabling drivers quick, safe and easier access when asked to provide it.

Modernized application process for special event licences

Albertans and businesses are enjoying looser restrictions around special event liquor licensing. After hearing from its stakeholders, Alberta Gaming, Liquor and Cannabis modernized, simplified and clarified the application process for special event licences. As a result, some organizations have added to their events or expanded their options for events.

For example, with fencing no longer required, the St. Albert Legion is able to run a beer garden each weekend at the St. Albert Farmers' Market. Other events, such as K-Days and Taste of Edmonton, expanded their events to site-wide licensing so attendees could enjoy an alcoholic beverage without being relegated to a fenced in beer garden.

How Alberta is Taking Action to Reduce Red Tape

On April 30, 2019, Premier Jason Kenney appointed Grant Hunter to lead government's efforts to cut red tape. As associate minister of red tape reduction, and with the support of the red tape reduction office (also announced on April 30), the associate minister will oversee all of government's red tape reduction efforts. This includes working internally and externally to target unnecessary over-regulation weighing down job creators, while empowering entrepreneurs and business owners to invest and create jobs in Alberta.

Red Tape Reduction Act

One of the associate minister's first orders of business was to introduce the *Red Tape Reduction Act*. Passed on June 10, this legislation is the cornerstone of our plan to reduce red tape and, in fact, makes eliminating unnecessary red tape the law in Alberta.

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"We're going to take Alberta from being the most over-regulated to the freest economy in Canada. We aren't just saying we're reducing red tape; we are making it the law. We are committed to cutting red tape by one-third – and once we cut it, we will prevent new red tape from creeping back."

- Jason Kenney, Premier

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The act lays the foundation for government to make life easier for all Albertans. It empowers us to take the steps necessary to reduce the regulatory burden on businesses, speed up approvals and help them grow.

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"We have not wasted any time since being elected. Already, we have taken bold action to eliminate scores of needless red tape and we are just getting started. This legislative vehicle provides a clear mandate to reduce red tape by a third, which will free up our job creators to do what they do best – create jobs."

- Grant Hunter, Associate Minister of Red Tape Reduction

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Taking Inventory

Our government has launched a review of the province's regulatory decisions and the policies and processes that bog down Albertans and Alberta businesses. This includes developing a number of tools to measure, report and reduce inefficiencies across government.

Every ministry is undertaking an inventory of its respective statutes and regulations, and associated policies, forms and guides. Each item is under review with an eye to removing any inefficiencies and unnecessary regulatory and administrative requirements. Ministries are working quickly and deliberately so Albertans can benefit from improved efficiency as soon as possible.

It's not enough that we just eliminate existing red tape; we need to ensure we don't create more.

Our government is adopting a regulatory approach that focuses on outcomes instead of processes. It's a common sense approach that makes sure every regulation, policy or administrative requirement exists because it makes life better in some way for Albertans.

Each ministry must consider five principles early in the process of developing, amending or eliminating red tape. These principles are the foundation of the red tape reduction initiative, ensuring that every regulation in place is:

- Necessary;
- Effective;
- Efficient;
- Proportional to the outcomes they are trying to achieve; and
- Regularly reviewed in a meaningful way.

The associate minister of red tape reduction is overseeing this process, ensuring ministries keep pace with targets and report back on their progress at regular intervals.

Asking Albertans for Input

On June 24, government launched a website (cutredtape.alberta.ca) that updates the public on our progress in reviewing and eliminating red tape. The website includes a dedicated email inbox (cutredtape@gov.ab.ca) and invites everyone to submit what they feel are unnecessary regulations and share their ideas on what should be kept, improved or scrapped.

In the first 100 days, more than 2,400 people, organizations and businesses submitted suggestions, ranging from eliminating faxes to overhauling program areas. This input is vital to our work and we will continue to consider all suggestions as we undertake a comprehensive and ongoing review of all red tape within government.

The website (cutredtape.alberta.ca) is updated regularly with new accomplishments and Albertans are encouraged to visit the website regularly to track our progress.

Talking to Industry

Alberta's businesses bear the brunt of burdensome red tape. About half of our province's existing acts and regulations directly or indirectly apply to private sector business, so we are turning to members of industry to share their experiences, ideas and expertise on making our province a more welcoming place in which to do business.

We are establishing industry-specific advisory panels representing key economic sectors in the province. The panels will advise on regulatory and administrative policy and burden, and provide input to the associate minister of red tape reduction and relevant government departments.

In August 2019, government announced the Oil and Gas panel and the Tourism and Hospitality panel. We will announce the remaining panels over the coming months for these sectors:

- Small business (fall 2019)
- Manufacturing (fall 2019)
- Forestry (fall 2019)
- Agriculture, agri-food, and bio-industrial (winter 2019)
- Non-profit (winter 2019)
- Construction (winter 2019)

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“The regulatory burden in our province is simply unnecessary. Albertans know this, job creators know this and our government knows this. I look forward to hearing from Albertans on how we can reduce the burden and to meeting with industry leaders to discuss how we can make it easier to do business and create jobs in the province. I encourage every Albertan to follow our progress online as we work together to cut red tape.”

- Grant Hunter, Associate Minister of Red Tape Reduction

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Tracking Our Progress

Tracking our progress is critical to our success. As we work towards our goal, we will continually measure and monitor our progress, first by developing an inventory of all regulatory requirements to form a baseline count, then regularly measuring our work against that.

At the same time, it's also important not to increase Alberta's regulatory burden. Our government has imposed a regulatory cap with a commitment to no overall increase in the number of regulatory requirements after achieving our goal of one-third reduction.

When a new regulatory requirement is introduced, an existing requirement needs to be eliminated (one-in/one-out) unless the requirement is related to a government commitment. Each ministry's regulatory requirements are individually counted, tracked and reported.

Albertans can track our progress on our website (cutredtape.alberta.ca) where we will regularly post all approved initiatives. In addition, ministries will develop 3-, 6-, and 12-month red tape reduction plans. In 2020, the associate minister of red tape reduction will table a progress report in the Legislature.

Conclusion

Our government's commitment is to make life easier for those who continue to contribute so much to our province – the entrepreneurs and job creators – and enable them to build their businesses, move forward and get Albertans back to work. The red tape reduction initiative will eliminate the inefficiencies that prevent businesses from succeeding and hinder all Albertans in accessing the government programs and services they require.

We made a tremendous amount of headway in this first 100 days. We still have a long road ahead as we examine every regulation, every regulatory requirement, and all policies, processes and forms and modernize, improve and eliminate as necessary.

As we steadily work towards reducing regulatory requirements by one-third, we will continue to post our progress, ask for public input and remain focused on this effort that will benefit all of us.

Simply put, the red tape reduction initiative is a common sense approach and an important part of our government's work to get Albertans back to work.

Appendix

Completed Initiatives

As of July 31, 2019

Initiative	Description
Weed appeal process	Streamline appeal process from 300+ days to 30 - 40 days.
Implement Agriculture Financial Services Corporation's lending mandate	Work with Alberta's Agriculture Financial Services Corporation to improve access to capital for agricultural processors, including food processors. This includes establishing an agribusiness lending group with experienced and knowledgeable staff who can work with agricultural processors to help bring deals to fruition.
Electronic funds transfers	Set up electronic funds transfers for community grant programs, reducing wait times from 100 days to about a week.
Multi-year grant agreements	Move current grant funding agreements, where feasible, to multi-year grant agreements to provide certainty to stakeholders and reduce the bureaucratic process of annual renewals.
Code of Conduct Regulation under the <i>Electric Utilities Act</i>	Simplify code of conduct requirements for disclosure statements for electricity retailers, and remove the requirement for the statement on select Internet advertising on electricity and natural gas services.
Independent Power and Small Power Regulation	Repeal the regulation. It is no longer required.
Innovative Energy Technologies Regulation	Repeal the regulation. It is no longer required.
Liquor in provincial parks	Relax liquor constraints in provincial parks.
Tourism and commercial recreation growth	Give tourism operators longer leases on public lands.
Disposition term length	Increase disposition term length from 25 years to 60 years to support tourism and commercial recreation on public lands.
Longer public land tenure to boost tourism growth	The new term length and lease will come into force Nov. 1 and will align with other jurisdictions.
Digital projects request for proposals format	Reduce the time to respond to an information technology request for proposal by about two-thirds, saving vendors and government time and making it easier for smaller vendors to bid on government projects.

Initiative	Description
Remove interprovincial red tape	Eliminate Alberta's procurement and regional economic development exceptions and fast-track a review of all Alberta exceptions under the Canadian Free Trade Agreement (CFTA) to eliminate as many as possible, as Premier Kenney announced at the July 10-11 Council of the Federation meeting. All premiers agreed to an immediate CFTA amendment to narrow or eliminate exceptions, and called on the federal government to adopt this amendment.
Public Health Act forms	Repeal the Public Health Act Forms Regulation.
Surplus Crown rural property appraisals	Simplify the appraisal policy on rural property sales by removing the requirement to undertake an external property appraisal if the internal appraisal is within 15 per cent of the last external appraisal.
Assured Income for the Severely Handicapped (AISH) recipients automatically meet Legal Aid eligibility requirements	Automatically accept AISH clients applying for Legal Aid, provided their legal matter falls within Legal Aid's scope of services.
Discharge all inactive personal property registrations placed by the civil enforcement more than 10 years prior	Require civil enforcement agencies to discharge inactive civil enforcement registrations more than 10 years old so Albertans don't have to apply for a court order to discharge them. The Personal Property Registry maintains inactive registrations for infinity unless civil enforcement agencies voluntarily discharge them or people apply for a court order. Undischarged registrations can potentially affect an Albertan's future credit standing even for actions that were settled.
Regulated Forestry Profession Amendment Act Regulation	Consolidate the regulation to unify the College of Alberta Professional Technologists and the College of Alberta Professional Foresters into one professional regulatory organization known as the Association of Alberta Forest Management Professionals.
Job creation student wage	Implement a job creation student wage of \$13 for students age 17 or younger to encourage employers to hire young Albertans for their first job.
General holidays	Restore prior rules for general holidays.
Banked overtime hours	Restore prior rules for employers that allow overtime hours to be banked at straight time.
<i>Fair Registration Practices Act</i>	Bring measures to ensure that regulated professions and individuals applying for registration are governed by registration practices that are transparent, objective, impartial and fair.

Initiative	Description
Municipal Disaster Recovery Program application process	Upgrade the form so eligible municipalities can receive advance funding for initial disaster response costs to support recovery efforts at the beginning of the process.
Disaster Recovery Program applications	Develop a SharePoint site that municipalities can directly upload information to support Disaster Recovery Program applications, speeding up the process and increasing security around the transmission of information.
Rental recovery application process	Streamline and reduce the number of forms landowners who rent land access to companies must complete when applying to recover rent that is past due under a surface lease agreement. The change means only one application is needed and is processed faster.
Surface Rights Board decisions	Implement a new process for faster Surface Rights Board decisions that have reduced delays between hearings and decisions being released.
Permitting and inspection services	Streamline online safety codes permitting and inspections services to reduce paperwork for accredited organizations and increase efficiency of site inspections.
Audit process for accredited organizations	Clarify and reduce the number of documents to be submitted and increase time allowed to respond to audit reports to reduce the administrative burden for organizations accredited under the <i>Safety Codes Act</i> to deliver permitting and inspection services in their jurisdictions.
Private sewage disposal system permitting	Reduce submission requirements for permit applications to simplify the application process.
Certificate and student record access for National Fire Protection Association students	Provided students with better access to their records by consolidating two seals into one certificate and providing students access to records and certificates through an online system.
Condominium regulations	Put in place a six-month pause on condominium regulations.
MyAlberta Evacuation Payment	Enable evacuees to apply online and receive one-time emergency funding via Interac e-Transfer. This alleviates the need for travel to specific locations and wait in line to receive financial assistance, saving them time and reducing administration of the program for government.
Automatic enrollment from Assured Income for the Severely Handicapped (AISH) to the Alberta Seniors Benefit	Enable automatic enrolment of AISH program recipients into Seniors Financial Assistance programs at age 65.

Initiative	Description
Special licensed events	Clarify that enclosed events such as festivals can choose where its patrons can consume alcohol.
Charity non-cheque payments	Expand the use of electronic funds transfers for charities when making payments from their casino bank accounts.
Alternative financial security for gaming retailers	Direct Alberta Gaming, Liquor and Cannabis to approve cash deposits from retailers as an alternative financial security for gaming retailers.
Artisan markets	Expand the definition of artisan market in Alberta Gaming, Liquor and Cannabis policy.
e-Transfer for charities	Expand the use of electronic funds transfer (e-Transfer) for charities when making payments from their casino bank accounts.
Reclassify oil well service rigs	Exempt oil well service rigs from some regulatory requirements on commercial vehicles and align with other provinces.
Service rigs – harmonization	Harmonize rig classification standards across provinces.

Associate Minister of Red Tape Reduction

Associate minister has a mandate to:

- Make recommendations to Treasury Board and cabinet on ways to highlight regulatory reform and red tape reduction;
- Table new bills or legislative amendments in support of red tape reduction;
- Work with all ministries to identify opportunities to reduce or eliminate outdated regulations and reduce red tape; and
- Table an annual report, starting in 2020.

Red Tape Reduction Office

On May 13, 2019, government established the red tape reduction division within the ministry of Treasury Board and Finance. This division anchors an effort that spans across all government ministries and coordinates red tape reduction efforts across government. The division is led by a senior assistant deputy minister.

The deputy minister of Treasury Board and Finance and deputy ministers across government have red tape reduction accountability embedded in their performance agreements or mandates.

The deputy minister of Treasury Board and Finance is responsible for:

- Reporting to the associate minister of red tape reduction and ensuring collective buy-in from ministries and agencies; and
- Assigning an internal red tape reduction team to work with the red tape reduction division.

The senior assistant deputy minister (ADM) leads the red tape reduction division and chairs the ADM Red Tape Reduction Steering Committee. The senior ADM is responsible for:

- Overseeing the work of the red tape reduction division by setting the direction, removing barriers and obtaining buy-in from ADMs across government; and
- Rolling out and monitoring the red tape reduction initiative.

The red tape reduction division is the main anchor in the cross-ministry initiative and is responsible for coordinating efforts across government. The division is responsible for:

- Chairing the red tape reduction community of practice across government and diffusing expertise and best practices across government;
- Developing and increasing the capacity of the members of ministry red tape teams to deliver training to their colleagues and stakeholders;
- Providing policy support;
- Creating a clear and consistent framework for counting, monitoring, tracking and prioritizing the reduction of regulatory requirements and regulatory burden across government;
- Measuring performance and impact of the red tape reduction initiative;
- Facilitating public input (including through a red tape reduction challenge website) and overseeing input from various stakeholders; and
- Creating communications tools, including the annual report, to ensure the public is aware of the government's commitment and progress.

Principles of Red Tape Reduction Initiative

Principle 1: Necessity

- Requires strong evidence of need before regulating;
- Relates to public interest – specifically public health, safety, environmental protection and fiscal accountability; and
- Matches resource capability and availability with the desired regulatory outcome.

Principle 2: Effectiveness

- Ensures an outcomes-based approach in the design;
- Strives for neutral or positive economic impact while maintaining consumer, environmental, health and safety protections, and fiscal accountability; reduces negative economic impacts wherever possible; and
- Ensures focus on small business needs.

Principle 3: Efficiency

- Ensures well-functioning processes and timely and user-centered administration; and
- Ensures consistent, transparent and efficient regulatory requirements necessary to protect the public interest, including health, safety, the environment and fiscal accountability.

Principle 4: Proportionality

- Ensures that both the regulatory burden of complying and the penalty for not complying are proportionate to the value generated by regulating; and
- Regulates as lightly as possible and uses alternatives when possible to enable competitiveness.

Principle 5: Meaningful Review

- Ensures that existing regulations remain relevant through ongoing review where appropriate;
- Ensures commitment to analyzing existing regulations by government and industry panels; and
- Engages meaningfully with industry and stakeholders to identify opportunities for review.

Industry Panels

Purpose

The panels will be advisory rather than technical in nature. Key objectives include:

- Creating situational awareness – enable two-way sharing of information and intelligence about regulatory and administrative burdens and realities in the applicable sector;
- Testing of options and actions – provide an informed and confidential sounding board to test potential options for regulatory and administrative streamlining and red tape reduction;
- Facilitating responsiveness to sector interests and concerns – enable government to better respond to regulatory and administrative challenges identified by key stakeholders; and
- Coordinating communications – promote alignment of activities and messaging.

Mandate

The mandate of the panels is as follows:

- Identify areas of greatest regulatory and administrative burden in the applicable sector;
- Provide ideas and advice for regulatory and administrative streamlining and red tape reduction;
- Provide feedback on proposed government policies, processes and actions as requested;
- Provide feedback on progress updates provided by government regarding implementation efforts; and
- Identify sector-government actions related to regulatory and administrative streamlining.

Meetings

The associate minister will preside over all meetings of the panels. Panels must meet at least semi-annually, with additional meetings scheduled if required. The associate minister (or designate) will confirm meeting times and agendas based on determined need and emerging priorities.

Officials from the Office of the Premier and relevant government departments may also be invited to attend and participate in meetings of the panel.

Counting/tracking progress

We will continually measure and monitor our progress. Ministries support public reporting by:

- Counting – maintaining a count of the number of regulatory requirements imposed by all statutes, regulations and associated policies, forms and guides for which they are responsible (their count); and
- Reporting – updating the Regulatory Requirements Count Database managed by the red tape reduction office to ensure it contains an accurate representation of its count at any given time.

The count will begin in September 2019 with each ministry conducting its own count based on a government policy and consistent guidelines.

