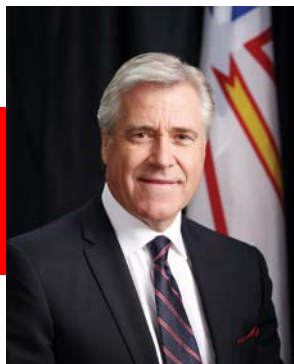


Office of the Executive Council

# ACTIVITY PLAN

2017-20





## LEADING THE WAY FORWARD

I am pleased as Premier to present the 2017-20 Activity Plan for the Office of the Executive Council. The development of this plan is guided by the mandate of the Office of the Executive Council, to support the Premier and the work of Cabinet and its Committees, and to support the effective operation of all Provincial Government departments and agencies through four key roles: leadership, coordination, the provision of advice and support and strategic communications.

These core functions of the Office of the Executive Council will be executed with a focus on leading the Government's commitment to deliver The Way Forward: A Vision for Sustainability and Growth, and The Way Forward: Realizing Our Potential. This includes fostering a stronger economic foundation, building a more efficient public sector, delivering better services and supporting better health, education and social outcomes for Newfoundlanders and Labradorians. As Premier, I am responsible for the overall delivery of The Way Forward and its four areas of focus. The strategic plans of each department and entity, led by each of the Ministers, outline their specific areas of focus under The Way Forward. In addition, to support strengthening our province's economy and improving employment prospects for Newfoundlanders and Labradorians through The Way Forward, I am pleased to serve as Chair of the Cabinet Committee on Jobs.

As Minister responsible for the Office of the Executive Council, I am accountable for the achievement of the goals and objectives contained herein; and, performance reports on progress will be tabled in the House of Assembly annually for each year of the plan.

A handwritten signature in black ink, appearing to read 'D. Ball', with a stylized flourish at the end.

Honourable Dwight Ball  
Premier of Newfoundland and Labrador

# Departmental Overview

The Premier serves as the Minister of the Office of the Executive Council (OEC) of the Government of Newfoundland and Labrador. As the Premier's Department, the OEC has a central role in supporting the general operation of Government, including Cabinet operations and the public service. The OEC provides leadership, coordination, advice and support to the Premier, Cabinet and across the public service.

For the purpose of this Activity Plan, the OEC includes:

- the Office of the Clerk of the Executive Council and Cabinet Secretariat;
- the Lieutenant-Governor's Establishment;
- the Planning and Coordination Office;
- the Communications and Public Engagement Branch; and,
- the Financial Administration Division.

Other central agencies of the OEC, including Human Resource Secretariat, Intergovernmental and Indigenous Affairs Secretariat, Office of the Chief Information Officer, Office of Climate Change, Office of Labrador Affairs and the Women's Policy Office, have each developed separate plans to independently inform the public of their respective priorities.

## Staff and Budget

OEC has a staff complement of 77 (54 female and 23 male) and an estimated budget of approximately \$11.45 million<sup>1</sup>. The details are as follows:

<b>Central Agency</b>	<b>Staff Complement</b>	<b>2017-18 Budget</b>
The Office of the Clerk of the Executive Council and Cabinet Secretariat <sup>2</sup>	24	\$2,475,800
Lieutenant-Governor's Establishment	11	\$803,400
Communications and Public Engagement Branch	31	\$7,402,300
Financial Administration Division	11	\$773,600
<b>TOTAL</b>	<b>77</b>	<b>\$11,455,100</b>

Further information about the Office of the Executive Council, including details on its mandate and lines of business, can be located at [www.exec.gov.nl.ca/exec](http://www.exec.gov.nl.ca/exec).

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<sup>1</sup> Source (financial information): 2017-18 Estimates.

<sup>2</sup> Cabinet Secretariat includes the Protocol Office and the Planning and Coordination Office.

## Issue One - Better Services

An essential component of sound public administration and government stewardship is the efficient delivery of public services that bring value for money. The Way Forward outlines our commitment to doing better with less. This is consistent with Governments across Canada and around the world that are experimenting with new approaches to achieve administrative and program efficiencies, balanced with a better understanding of the needs of citizens and the interests of internal and external stakeholders.

Improving the business of government also includes ensuring that legislation, regulations and policies are not unnecessarily intrusive and burdensome to citizens, community organizations and the business community. Therefore, improving internal business processes and reducing regulatory burden will support Government's ability to deliver more effective services.

### **Goal:**

**By March 31, 2020, the Office of the Executive Council will have implemented continuous improvement and regulatory reduction processes within Government to allow for the delivery of more efficient and effective programs and services and improved engagement with residents.**

### **Indicators:**

- Facilitated regulatory reform and coordination processes
- Expanded implementation of Lean management processes in Government
- Streamlined various internal processes (e.g., planning and reporting)
- Supported departments to publish service standards for major programs and services
- Strengthened continuous improvement capacity through professional development
- Improved public engagement processes

## **Objective 1:**

**By March 31, 2018, the Office of the Executive Council will have supported Government departments to publish service standards for major programs and services that will show program decision-making processes and processing times, and commenced Lean process improvement projects.**

### **Indicators:**

- Pursued new Lean management projects
- Initiated internal training related to continuous improvement (e.g., Lean, regulatory reform)
- Identified additional opportunities for internal process
- Worked with departments to measure service standards
- Identified opportunities to improve service levels across departments

## **Objective 2:**

**By March 31, 2019, the Office of the Executive Council will have developed new processes to support regulatory efficiencies and Lean management, as well as other continuous improvement processes.**

## **Objective 3:**

**By March 31, 2020, the Office of the Executive Council will have continued to implement internal process improvements.**

## Issue Two – Better Outcomes

As part of The Way Forward, Government has committed to improve outcomes for Newfoundlanders and Labradorians. The Office of the Executive Council will support the pursuit of better outcomes through the implementation of Health-in-All-Policies (HiAP). HiAP is a collaborative, systematic and evaluation driven policy approach, endorsed by the World Health Organization, to integrate and articulate health considerations into policy making across sectors to improve population health. HiAP recognizes that health is influenced by a multitude of factors beyond the scope of traditional public health activities and the medical system. Conditions in the places where people live, learn, work and play affect a wide range of health risks and outcomes. HiAP engages diverse Government departments and partners to work together to promote health, equity, and sustainability, while simultaneously advancing other goals such as job creation, educational attainment, economic stability and improved transportation.

Good health enhances quality of life, improves workforce productivity, increases the capacity for learning, strengthens families and communities, supports sustainable habitats and environments and contributes to poverty reduction, security and social inclusion.

OEC will work closely with Government departments to support an integrated approach to address health issues in alignment with the strategic priorities outlined in The Way Forward; promote health in all policy development across all sectors; and, build capacity within departments to identify the potential health impacts of their policies and programs.

This HiAP approach will enable Government to make all decisions in a manner that strengthens focus on measurable improvements in Newfoundlanders and Labradorians' health status. Over the longer term, this approach will assist in



reducing health care costs. This approach has also been successful in improving health outcomes in other jurisdictions.

### **Goal:**

**By March 31, 2020, the OEC will have implemented an integrated Health-in-All-Policies approach across the public sector.**

### **Indicators:**

- Designed organizational structures to support HiAP implementation
- Established consultative and assessment mechanisms for HiAP
- Initiated the evaluation of HiAP on Provincial Government decision-making

### **Objective 1:**

**By March 31, 2018, the OEC will have commenced implementation of a Health-in-All-Policies Approach.**

### **Indicators:**

- Identified HiAP policy capacity resources across the public sector
- Prioritized the first set of policy decisions that will be made using a HiAP approach
- Developed a work plan for implementing HiAP within the public service

### **Objective 2:**

**By March 31, 2019, the OEC will have supported departments to improve the integration of health considerations in their policies and programs.**

### **Objective 3:**

**By March 31, 2020, the OEC will have continued to support departments to improve the integration of health considerations in their policies and programs.**

## Issue Three – A Stronger Economic Foundation

Our Government is committed to establishing conditions within the Province that support private sector job creation and economic sustainability through private sector growth and entrepreneurship. As such, in The Way Forward, Government committed to establishing a Cabinet Committee on Jobs to lead our economic recovery efforts and serve as a forum to identify new whole-of-government opportunities to support private sector employment and economic growth. The Cabinet Committee on Jobs is comprised of Ministers who will seek the advice of provincial leaders, including private sector labour representatives and members of the province's business community.

Given the mandate of the Office of Executive Council is to support the Premier and the work of Cabinet and its Committees, the OEC will provide leadership and guidance to the Cabinet Committee on Jobs throughout the duration of this plan to facilitate the reporting of actions and identification of priorities that will lead our Province towards economic sustainability and private sector job growth.

### **Goal:**

**By March 31, 2020, the OEC will have established sector-specific work plans with high growth potential sectors to support the Cabinet Committee on Jobs in their efforts to identify new whole-of-government opportunities to support private sector employment and economic growth.**

### **Indicators**

- Identified high growth potential sectors
- Established partnerships with sector leaders and the business community
- Developed sector specific work plans for implementation
- Supported internal decision-making that will lead to stronger conditions for economic and private sector job growth

## **Objective 1:**

**By March 31, 2018, the OEC will have established partnerships and developed sector-specific work plans with sector leaders and the business community.**

## **Indicators**

- Pursued partnerships with high growth sectors
- Established job and economic growth tracking mechanisms
- Initiated work plan development and implementation
- Worked with internal departments to identify and implement policy and process improvements

## **Objective 2:**

**By March 31, 2019, the OEC will have begun implementation of sector-specific work plans.**

## **Objective 3:**

**By March 31, 2020, the OEC will have continued to establish and support sector-specific work plans.**