

**Provincial Historic Commemorations Board**

**Activity Plan**

**2014-2017**

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## 1. Chair's Message

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Dear Minister:

On behalf of the members of the Provincial Historic Commemorations Board, I am pleased to submit this three-year Activity Plan for 2014/15 to 2016/17.

This plan is prepared in compliance with the *Transparency and Accountability Act* pursuant to which the Board has been categorized as a **Category 3 Government Entity** which requires the Board to prepare a performance-based activity plan.

In developing this plan, the Board has considered its mandate to advise the Minister of Tourism, Culture and Recreation about designations under the Provincial Historic Commemorations Program. It has also considered the Strategic Directions of Government. The Board is accountable for the preparation of this plan and for the achievement of its objectives.

We look forward to continuing to fulfill our role in the coming years as the program continues to develop and grow.

Sincerely,



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Françoise Enguehard  
Chair

## 2. Overview

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Creation of the Provincial Historic Commemorations Board (PHCB) was identified as a commitment within the Provincial Government's cultural strategy *Creative Newfoundland and Labrador: The Blueprint for Development and Investment in Culture*. The *Historic Resources Act* was amended to include commemorations of sites, events, people or cultural traditions in the province that are considered by the minister to be of historical or cultural significance and that are to be registered provincial cultural resources. The function of the PHCB is to advise the Minister of Tourism, Culture and Recreation regarding these nominations for designation under the guidelines of the Provincial Historic Commemorations Program.

During the 2014-17 planning cycle, the PHCB will follow the Strategic Direction of Government, as communicated by the Minister of Tourism, Culture and Recreation. Specifically, the PHCB supports the following Strategic Direction (see Appendix I for more information):

- **Strengthening and Growing Our Culture.** Outcome Statement: A strengthened cultural sector that preserves our tangible and intangible heritage, celebrates our creativity, and grows our cultural enterprises.

The PHCB is a six-member body appointed by the Government of Newfoundland and Labrador. Its representatives are drawn from a range of citizens who have far-reaching experience in the fields of culture and heritage. One board member is a representative of the Department of Tourism, Culture and Recreation and the Board is also appointed a secretary from the staff of the Provincial Historic Sites Division.

Current Board Members: Françoise Enguehard (Chair), Terry Bishop-Stirling (Vice-Chair), Robert Hobbs, Anita Best, Jerry Dick (Dept of TCR). There is currently one vacant position. Board membership is current as of April 1, 2014.

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### 3. Mandate

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The mandate of the Provincial Historic Commemorations Board is to advise the Minister of Tourism, Culture and Recreation regarding commemorations under the Provincial Historic Commemorations Program. The Board also undertakes activities to promote the program and to educate Newfoundlanders and Labradorians about subjects that have been commemorated. This mandate supports the wider mandate of the Department of Tourism, Culture and Recreation of promoting, protecting, and preserving the province's heritage. The Board's mandate supports goals identified in the Provincial Government's cultural strategy *Creative Newfoundland and Labrador: The Blueprint for Development and Investment in Culture*, namely to commemorate significant tangible and intangible cultural heritage resources.

### 4. Lines of Business

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The Provincial Historic Commemorations Board has one line of business, reflective of its mandate, which is the:

#### **Promotion and administration of the Provincial Historic Commemorations Program.**

In serving this line of business, the Board:

- Reviews and evaluates nominations following the guidelines of the Provincial Historic Commemorations Program.
- Advises the Minister of Tourism, Culture and Recreation regarding provincial historic commemorations.
- Assists in promoting the Provincial Historic Commemorations Program and encouraging nominations from the general public.
- Provides advice on the administration of the Provincial Historic Commemorations Program (examples: provides advice regarding revisions to program criteria and guidelines as needed; provides advice regarding annual expenditures under the program; provides advice regarding the completion of legacy activities under the program; review promotional materials developed for the program).

## 5. Values

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In its deliberations, the Board will reflect an appreciation for preserving and promoting an awareness of the distinct, significant aspects of our culture; and ensure that the integrity of the Provincial Historic Commemorations program is upheld through:

### **Transparency**

Board members will apply a transparent system for nominating commemorations that encourages individuals and groups of citizens to nominate various aspects of Newfoundland and Labrador's heritage and culture.

### **Objectivity**

Board members will apply an objective, research-based approach to assessing and recommending commemorations. The Board will consider of equal value the tangible and intangible aspects of Newfoundland and Labrador's heritage and culture.

## 6. Primary Clients

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The primary client for the activities of the Provincial Historic Commemorations Board is the Minister of Tourism, Culture and Recreation, to whom the Board provides advice. More broadly, the clients of the Board's activities are the residents of Newfoundland and Labrador.

## 7. Vision

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The Vision of The Provincial Historic Commemorations Board is of a province whose citizens have a high level of appreciation and knowledge of the province's history and its cultural traditions.

## 8. Mission

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The Provincial Historic Commemorations Board will operate the Provincial Historic Commemorations Program that maximizes public participation and that creates a high level of awareness of Newfoundland and Labrador's history and its cultural traditions. The Board operates under the mission of the Department of Tourism, Culture and Recreation:

By 2017, the Department of Tourism, Culture and Recreation will have provided opportunities for enhanced participation by citizens engaged in developing and promoting tourism, arts, heritage and physical activity, recreation and sport so that the province is a better place in which to live, visit and work.

Specifically, the Provincial Historic Commemorations Board contributes to the mission of the Department of Tourism, Culture and Recreation by providing opportunities for enhanced participation by citizens engaged in developing and promoting heritage.

In addition to supporting the department's Mission, the Board also supports a strong provincial cultural identity, and greater stewardship for and development of heritage resources as identified in the province's Cultural Strategy (Dept TCR).

## 9. Issues

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The Provincial Historic Commemorations Program relies on nominations made by the general public. While making recommendations regarding historic commemorations is the Board's main objective, promoting awareness of program and encouraging the public to make nominations is also a priority.

### **Issue 1: Commemoration Recommendations**

As per the Strategic Direction for Culture of the Department of Tourism, Culture and Recreation: (Strengthening and Growing Our Culture through preserving our tangible and intangible heritage, celebrating our creativity, and growing our cultural enterprises) the Board's main objective is to review nominations submitted by the public, and to make recommendations to the Minister regarding annual commemorations of significant tangible and intangible heritage.

The Board intends to report on this objective each fiscal year through the Board's annual report.

**Annual Objective:**

By March 31 2015, 2016 and 2017, the Provincial Historic Commemorations Board will have provided recommendations on commemorations to be designated at a ceremony to be held by October of that year.

**Measure:** Provided recommendations on commemorations.

**Indicators:**

- Held semi-annual meetings to review nominations submitted by the public.
- Recommended research to be commissioned to support commemorations recommendations.
- Recommended commemorations to be announced at an annual event.

**Issue 2: Development of Legacy Activities**

Following each commemoration, nominees can access funds through the PHCP to develop legacy activities to further raise awareness about the program and each commemoration. Execution of these legacy activities support the following Strategic Direction of the Department of Tourism, Culture and Recreation: *Strengthening and growing our culture.*

The Board intends to report on this objective each fiscal year through the Board's annual report.

**Annual Objective:** By March 31 2015, 2016 and 2017, the Provincial Historic Commemorations Board will have advised on the execution of legacy activities developed for each commemoration made that year.

**Measure:** Advised on execution of legacy activities.

**Indicators:**

- Advice provided to designates developing legacy activities.

**Issue 3: Promotion and Accessibility of the Program**

As the Provincial Historic Commemorations Program relies on nominations made by the general public, the Board is continuing to place priority on promoting the program and encouraging nominations from across the province, and from all citizens. As a citizen-driven program, it is the goal of the Provincial Historic Commemorations Board to ensure that all residents of the province can easily access information about the program, and that the process for nominating people,



places, events, cultural traditions and tradition bearers of historic and cultural significance is straightforward and transparent.

**Annual objective:** By March 31, 2015, 2016, and 2017, the Board will have promoted and made the Provincial Historic Commemorations Program more accessible.

**Measure:** Provincial Historic Commemorations Program promoted and made more accessible.

**Indicators:**

- Program website maintained.
- Program Facebook page maintained.
- Sectoral/special interest organizations contacted to raise awareness about the nomination process.
- One commemorations ceremony held in a region outside of St. John's.
- Heritage Fair Award promoted and awarded.

Pursuant to *The Transparency and Accountability Act*, the Provincial Historic Commemorations Board will submit annual Activity Reports at the end of each fiscal year, as long as the Board remains active.

## Appendix I – Strategic Directions

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Strategic directions are the articulation of desired physical, social or economic outcomes and normally require action by more than one government entity. These directions are generally communicated by Government through platform documents, Throne and Budget Speeches, policy documents, and other communiqués.

The *Transparency and Accountability Act* requires departments and public bodies to take into account these strategic directions in the preparation of their performance-based plans. This action will facilitate the integration of planning practices across Government and will ensure that all entities are moving forward on key commitments.

**The Strategic Direction that is relevant to the Provincial Historic Commemorations Board is Strengthening and Growing our Culture**

**Outcome:** A strengthened cultural sector that preserves our tangible and intangible heritage, celebrates our creativity, and grows our cultural enterprises.

Focus Areas of the Strategic Direction	This Direction is Addressed in the PHCB Activity Plan
Recognize and support artists and cultural professionals.	•