

**Intergovernmental Affairs
2010-2011 Statement of Mandate**

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1. Message from the Minister and Deputy Minister

We are pleased to present the *2010-2011 Statement of Mandate* for the Department of Intergovernmental Affairs which highlights our priorities and strategic direction for the coming year.

Intergovernmental Affairs' vision is to develop key strategic relationships that enhance the social, economic and environmental intergovernmental outcomes for Nova Scotians. In 2010-2011, the Department of Intergovernmental Affairs under our leadership will continue to play a key central corporate role for the Government of Nova Scotia.

Like most Canadian jurisdictions, Nova Scotia has felt the impacts of the global recession. However, the Province has been able to avoid the severity of the recession experienced in other jurisdictions. Nova Scotia's relative economic stability is partly due to a strong MUSH (Municipalities, Universities, Schools, and Hospitals) sector, federal military presence, healthy business representation and federal transfers. Central to this stability is that, Nova Scotia is "Canada's University Capital", and the envy of many jurisdictions due to our world-class universities.

Moving the Nova Scotia economy forward will require a skilled and educated workforce, healthy business performance and a strong public policy framework. The Halifax Regional Municipality will help to set the stage for future sustainable prosperity for the Province. Within this context, the Department of Intergovernmental Affairs is strategically positioned to help government seize opportunities and respond to challenges.

Intergovernmental Affairs currently has in place several key functional elements that will assist in meeting our vision. Of particular importance are: strategic relationships; key negotiations; a high level of protocol expertise; strategic forecasting; and conducting timely research. A detailed plan for identifying and capturing opportunities, and responding to challenges is contained in the *2010-2011 Statement of Mandate*.


This year, Intergovernmental Affairs will continue to support the implementation of government's priorities. Our strategic approach will also include advancing the Province of Nova Scotia's federal provincial priorities that focus on fiscal relationships and shared policy interests including key trade negotiations - both domestic and international. Intergovernmental Affairs is actively in pursuit of facilitating business opportunities and will continue to strengthen our partnerships across government and within our communities. Critical to this year will be:

- Canada – EU trade negotiations;
- advancing our federal provincial and international priorities;
- high level engagements (Council of Atlantic Premiers, Council of the Federation, New England Governors/Eastern Canadian Premiers, and the Southeastern United States // Canadian Provinces Alliance);
- implementing corporate priorities;
- engagement with line departments in pursuit of corporate objectives;
- celebration of the Canadian Naval Centennial; and
- the Royal Visit of Her Majesty the Queen.

In 2010-2011, we are prepared to lead and welcome the challenges which lie ahead and look for opportunities to advance our plans and serve the citizens of Nova Scotia.


Darrell Dexter
Minister of Intergovernmental Affairs

Apr 6, 2010
Date


Judith Sullivan-Corney
Deputy Minister of Intergovernmental Affairs

Apr 6, 2010
Date

2. Mandate

Intergovernmental Affairs – under the direction of its Minister – is responsible for coordinating and advancing the Province’s interests with the Government of Canada, other provinces, and foreign governments at the national and sub-national levels. It is also focused on serving as a central point of contact for the coordination of the Province’s intergovernmental priorities and protocol requirements. It provides strategic direction and support to the Province’s trade policy requirements, as well as its interprovincial and international trade negotiations, agreements, and disputes.

Link to Corporate Mandate:

The Department of Intergovernmental Affairs contributes to and facilitates the advancement of government’s priorities, strategies and corporate outcomes. Intergovernmental Affairs influences these strategies, programs and the government organizations that advance the corporate goals of the Province of Nova Scotia.

3. Vision Statement

Nova Scotia develops strategic relationships with domestic and international governments and key non-governmental entities that enhance social, economic and environmental intergovernmental outcomes for Nova Scotians.

4. Mission

Intergovernmental Affairs advances the interests of Nova Scotia by creating and pursuing intergovernmental opportunities; by identifying and addressing challenges through relationships with other departments, governments, and key non-governmental organizations; and through the provision of quality services including leadership, expert advice, research, information gathering, policy expertise, protocol expertise and analysis.

5. Performance Measures

Core Business Area 1: Corporate Strategy Alignment					
Outcome	Measure	Base Year	Results 2009-10	Annual Target 2010-11	Ultimate Target
3-6 corporate federal-provincial priorities	Number of priorities	2009/10	5	3-6	developed annually
2-5 corporate international priorities	Number of priorities	2009/10	3	2-5	developed annually
Strategy evaluation process established to review outcomes	Percentage of outcomes achieved by task groups	2009/10	TBD	75%	2013/14 85%
Regular engagement with Premier's Office to review priorities	Quarterly meetings established	2009/10	TBD	4	established quarterly meeting times
Identification of corporate priorities and understanding of IG opportunities and challenges	Client Survey: TBD	2010/11	N/A	85%	90%

Corporate Business Area 2: Negotiations Support/Delivery					
Outcome	Measure	Base Year	2009/10	Annual Target 2010-11	Ultimate Target
Reliable process, guidance & info to support IG negotiations conducted by other departments	Client Survey: IGA provides valued IG negotiation expertise to departments	2009/10	87%	90%	95%
In negotiations under IGA's mandate, achievement of agreements compatible with NS corporate priorities	Percentage of IGA led negotiations ending in a product that is approved by Cabinet when submitted: number of negotiations led; number of negotiations completed during the year; number of completed negotiations which resulted in cabinet approval	annual	TBD	100% of negotiations completed in target year and resulted in cabinet approval	100%
Relevant policy and tool kit for corporate use concerning formalizing of international IG relations produced and approved as corporate policy	Existence of toolkit and approved corporate policy Percentage of matters which formalize an international IG relationship that follow the policy process	2010/11	N/A	Tool kit developed and delivered 75% of all international MOU's follow policy process	100%

Core Business Area 3: Research and Information					
Outcome	Measure	Base Year	Results 2009-10	Annual Target 2010-11	Ultimate Target
Intelligence gathering, analysis and policy advice supports sound client decision making	Needs analyses conducted annually within IGA and with select key departments. Client Survey: IGA supports IG priorities based upon evidence from research, information gathering, analysis	2009/10	annually 89%	annually 90%	annually 90%
Ongoing development of user friendly procedures for accessing IGA services	Feedback from IGA staff and clients gathered through quarterly department liaison meetings	2009/10	quarterly	quarterly	quarterly
Valid conclusions drawn based upon sound analysis of reliable data	Client Survey: IGA provides reliable, relevant and timely research by monitoring, analyzing and providing policy advice in support of key IG issues	2009/10	68%	TBD	TBD
Effective promotion and maintenance of an information gathering system/network for internal and external stakeholders	Monitoring traffic to IGA website: <u>External:</u> total visits; percent of repeat visitors; average time per visit; average pages viewed per visit <u>Internal (intranet site):</u> total visits; percent of repeat visitors; average time per visit; average pages viewed per visit	2009/10 2010/11	 12,352 17.9% 20min 4.4 3,345* 48.7% 18min 6.1	 12,970(5%) 23% 25 min 5 (5% growth) TBD TBD TBD	 13,588 (10%) 28% 30 min 6 (10% growth) TBD TBD TBD

* Data for the internal site only began being collected in September, 2009. 2010-2011 will be the first full year this information is available, and will serve as the base-year.

Core Business Area 4: Strategic Relationships

Outcome	Measure	Base Year	Results 2009-10	Annual Target 2010-11	Ultimate Target
Nova Scotia line departments, central agencies and the Premier's Office fully served via productive: interdepartmental relationships; IG relationships; and Province of Nova Scotia to external agency relationships	Client Survey: IGA works to create and maintain trust-based strategic relationships with others;	2009/ 10	85%	85%	95%
	Client Survey: IGA works effectively to engage relevant stakeholders to develop and achieve IG objectives;		77%	TBD	TBD
	number of facilitated transactions;		TBD	TBD	TBD
	execution of IGA pre/post meeting engagement process for every significant meeting/event (% of times used)		TBD	100%	100%

Core Business Area 5: Strategic Forecasting

Outcome	Measure	Base Year	Results 2009-10	Annual Target 2010-11	Ultimate Target
Consistent utilization of data gathering systems for highly effective generation of relevant decision support information	Data collection systems utilized	2010/11	N/A	TBD	TBD
Anticipation of policy and advice requirements backed up with evidence based responses/action options	Client Survey: IGA anticipates and forecasts government's strategic priorities and develops corporate understanding of IG opportunities and challenges	2009/10	83%	85%	90%

Core Business Area 6: Management of Official Visits, Ceremonies, Events, and Special Programs

Outcome	Measure	Base Year 2009-10	Results 2009-10	Annual Target 2010-11	Ultimate Target
Promotion of the interests and global strategy of PNS to foreign governments through official visits, resulting in increased opportunities for business, education and cultural exchanges	Number of visiting countries;	2009/10	25	25	30
	number of priority countries;		TBD	5	20
	engagement of Honorary Consuls;		80%	85%	100%
	departmental support;		90%	95%	100%
	Executive Council member engagement		100%	100%	100%
Official events profile performers, local cuisine, and historical venues to national and international visitors	Performers profiled are from Nova Scotia;	2009/10	90%	90%	100%
	local cuisine served at events;		90%	90%	100%
	events take place in historic venues		90%	90%	100%
The Order of Nova Scotia encourages Nova Scotians to take pride in their province and its people and encourages the pursuit of excellence	Number of nominations and re-nominations;	2009/10	75	75	65
	number of recipients invested		5	5	6

Outcome	Measure	Base Year 2009-10	Results 2009-10	Annual Target 2010-11	Ultimate Target
The Gift Bank promotes artisans working in different mediums that represent the diverse communities and culture that exist in Nova Scotia	Number of artisans profiled from communities across the Province	2009/10	70-80	75	75
Premier's Congratulatory Certificate Program recognizes 2,500 Nova Scotians annually	Number of Nova Scotians recognized	2009/10	2,500	2,500	2,625 (5% growth)

6. Financial Context and Budget

	2009-2010 Estimate (\$ thousands)	2009-2010 Forecast (\$ thousands)	2010-2011 Estimate (\$ thousands)
Gross Expenses	\$3,277	\$3,226	\$3,692
Net Expenses	\$3,107	\$3,056	\$3,522
Salaries and Employee Benefits	\$2,069	\$1,993	\$2,143
Funded Staff (Full Time Equivalents)	26.0	24.5	26.0