



Privy Council Office

Performance Report

For the period ending
March 31, 1998

Canada

Improved Reporting to Parliament Pilot Document

The Estimates of the Government of Canada are structured in several parts. Beginning with an overview of total government spending in Part I, the documents become increasingly more specific. Part II outlines spending according to departments, agencies and programs and contains the proposed wording of the conditions governing spending which Parliament will be asked to approve.

The *Report on Plans and Priorities* provides additional detail on each department and its programs primarily in terms of more strategically oriented planning and results information with a focus on outcomes.

The *Departmental Performance Report* provides a focus on results-based accountability by reporting on accomplishments achieved against the performance expectations and results commitments as set out in the spring *Report on Plans and Priorities*.

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Foreword

On April 24, 1997, the House of Commons passed a motion dividing on a pilot basis what was known as the annual *Part III of the Estimates* document for each department or agency into two documents, a *Report on Plans and Priorities* and a *Departmental Performance Report*.

This initiative is intended to fulfil the government's commitments to improve the expenditure management information provided to Parliament. This involves sharpening the focus on results, increasing the transparency of information and modernizing its preparation.

This year, the Fall Performance Package is comprised of 80 Departmental Performance Reports and the government's "*Managing For Results*" report.

This ***Departmental Performance Report***, covering the period ending March 31, 1998, provides a focus on results-based accountability by reporting on accomplishments achieved against the performance expectations and results commitments as set out in the department's *Part III of the Main Estimates* or pilot *Report on Plans and Priorities* for 1997-98. The key result commitments for all departments and agencies are also included in *Managing for Results*.

Results-based management emphasizes specifying expected program results, developing meaningful indicators to demonstrate performance, perfecting the capacity to generate information and reporting on achievements in a balanced manner. Accounting and managing for results involve sustained work across government

The government continues to refine and develop both managing for and reporting of results. The refinement comes from acquired experience as users make their information needs more precisely known. The performance reports and their use will continue to be monitored to make sure that they respond to Parliament's ongoing and evolving needs.

This report is accessible electronically from the Treasury Board Secretariat Internet site:
<http://www.tbs-sct.gc.ca/tb/key.html>

Comments or questions can be directed to the TBS Internet site or to:

Planning, Performance and Reporting Sector
Treasury Board Secretariat
L'Esplanade Laurier
Ottawa, Ontario, Canada
K1A 0R5
Tel: (613) 957-7042
Fax (613) 957-7044

Privy Council Office

Performance Report

**For the
period ending
March 31, 1998**

The Right Honourable Jean Chrétien
Prime Minister of Canada

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Chart of Key Results Commitments

Privy Council Office (PCO)

to provide Canadians with:	to be demonstrated by:	achievements reported in:
good government by providing the best non-partisan advice and support to the Prime Minister and Cabinet	<ul style="list-style-type: none"> - providing policy advice and support to the Prime Minister and to other Ministers within the Prime Minister's portfolio: the Deputy Prime Minister, the President of the Queen's Privy Council for Canada and Minister of Intergovernmental Affairs, the Leader or the Government in the House of Commons and the Leader of the Government in the Senate; - ensuring the efficient operation of the Cabinet decision-making process in accordance with the principles of responsible government, as well as the Prime Minister's design; - ensuring interdepartmental policy coordination on major policy issues supporting the Government's priorities; - ensuring interdepartmental coordination and leadership on public service reform initiatives to support the Government's priorities; - providing a cost efficient system to handle the volume of correspondence that Canadians address to their Prime Minister. 	<p>Performance Report, Section III, p. 10-22</p> <p>Performance Report, Section III, p. 10-22</p> <p>Performance Report, Section III, p. 10-22</p> <p>Performance Report, Section III, p. 15, 16, 20</p> <p>Performance Report, Section III, p. 26-27</p>

The Government of Canada is committed to building a strong, united Canada and to working with Canadians to prepare for the 21st century. Now that order to our public finances has been restored, we have regained the ability to address the priorities of Canadians while living within our means. We are now in a position to make strategic investments in our children, our youth, our health, our communities, and our knowledge and creativity.

The Privy Council Office serves as a key source of professional advice to the government. In order to effectively respond to the needs of Canadians, this advice must be shaped by sound analysis of economic, social, intergovernmental and international developments, and through consultation and collaboration with departments across government and with other partners.

I am pleased to present the 1997-98 Performance Report for the Privy Council Office. This document describes the objectives and details the accomplishments of the Privy Council Office during this period.

II DEPARTMENTAL OVERVIEW

A. Mandate, Vision and Mission

The mandate of the Privy Council Office is broad and includes the Prime Minister's Office, various Ministers' Offices as well as Commissions of Inquiry and Task Forces which fall under the Program. With regard to the Privy Council itself, the Clerk of the Executive Council of the Province of Canada was sworn Clerk of the Privy Council on July 1, 1867, by the Governor General at the first meeting of the Governor in Council. In 1940, the Clerk of the Privy Council was given additional duties and also made Secretary to the Cabinet.

In 1992, the role of the Clerk of the Privy Council as Head of the Public Service was given a statutory basis in the *Public Service Employment Act*. On June 25, 1993, the Privy Council Office was given responsibility for federal-provincial relations, with the re-integration of the Federal-Provincial Relations Office into the Privy Council Office and the establishment of the Intergovernmental Affairs Branch.

The objective of the Privy Council Office is to ensure the efficient operation of the Cabinet decision-making process and to ensure interdepartmental policy coordination on major issues.

Our Mission

To serve Canada and Canadians by providing the best non-partisan advice and support to the Prime Minister and Cabinet.

Our Values

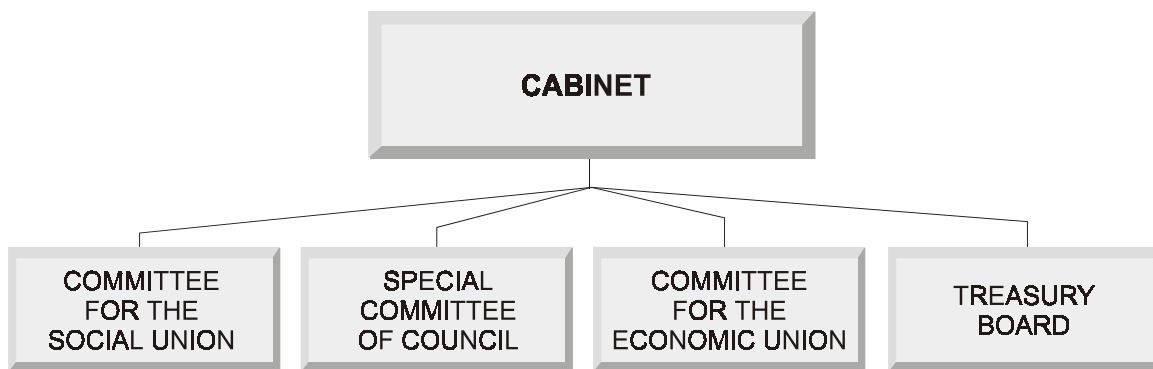
We recognize the special need of the Prime Minister for timely advice and support. We dedicate ourselves to our work and to the effective functioning of government. We believe that integrity, judgement and discretion are essential to achieving our mission. We believe that people are the strength of PCO.

B. Operating Environment

The Privy Council Office, working with departments across the government, provides advice, information and services to the Prime Minister in his capacity as Head of Government, and to the other Ministers within the Privy Council Program: the Deputy Prime Minister; the President of the Privy Council and Minister of Intergovernmental Affairs; the Leader of the Government in the House of Commons; and the Leader of the Government in the Senate. It also provides information and advice, as required, to the Minister designated as the Federal Interlocutor for Métis and Non-Status Indians.

As the Secretariat to the Cabinet, the Privy Council Office provides information and advice to the Prime Minister, to Cabinet, to the Policy Cabinet Committees and the Special Committee of Council, on the implementation of the government's policy priorities. Figure 1 provides a diagram of the various Cabinet Committees. It should be noted that the Treasury Board is supported by the Treasury Board Secretariat, a separate department of government.

Figure 1: Cabinet Committees



The Privy Council Office is also responsible for providing advice and support on policies and communications with respect to federal-provincial relations, aboriginal affairs and the evolution of the federation. The Privy Council Office assists the Prime Minister, the Minister of Intergovernmental Affairs, the Federal Interlocutor for Métis and Non-Status Indians, and the Cabinet more generally in these tasks.

As Head of the Public Service, the Clerk of the Privy Council Office has an important role in ensuring that the Public Service as an institution has the capacity to serve Canadians and their elected representatives in the years ahead. As the roles of government are redefined, the Privy Council Office establishes priorities for change in the Public Service to enable it to adapt effectively.

The Privy Council Office does not deliver “programs” in the same manner as most government departments. As a central agency, the mandate of the Privy Council Office is essentially fulfilled through a briefing and coordination function. The Privy Council Office operates in a very dynamic environment and responds to government priorities which are, in turn, a function of a variety of factors including economic, social, intergovernmental and international.

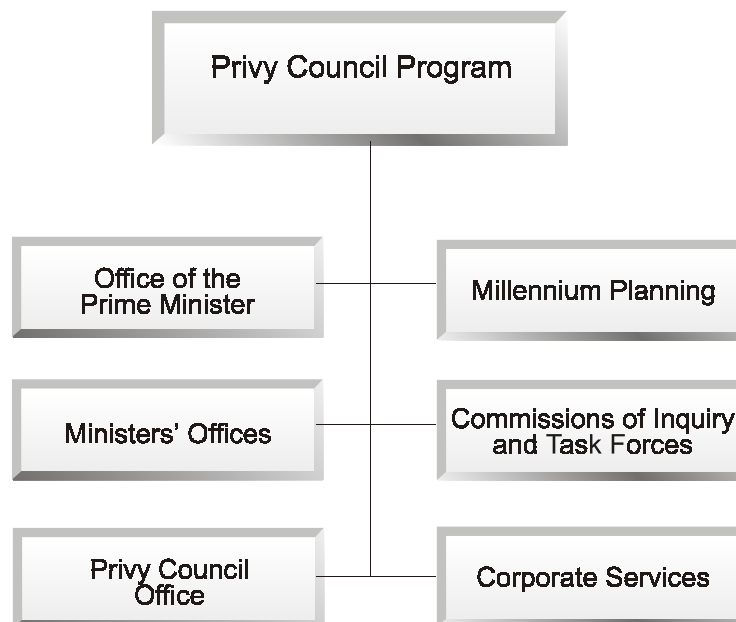
As the next millennium approaches, Canadians are facing changes in technology and information that are as profound as those of the Industrial Revolution - changes that are creating both dramatic challenges as well as opportunities for growth and development. Government and other public institutions have an important role to play in helping to equip Canadians for success in 21st century.

This translates into new demands being made on the Privy Council Office, its management and its employees. Since the Program must react quickly to the needs of the government, pressures of time and effectiveness of response are important considerations.

C. Departmental Organization

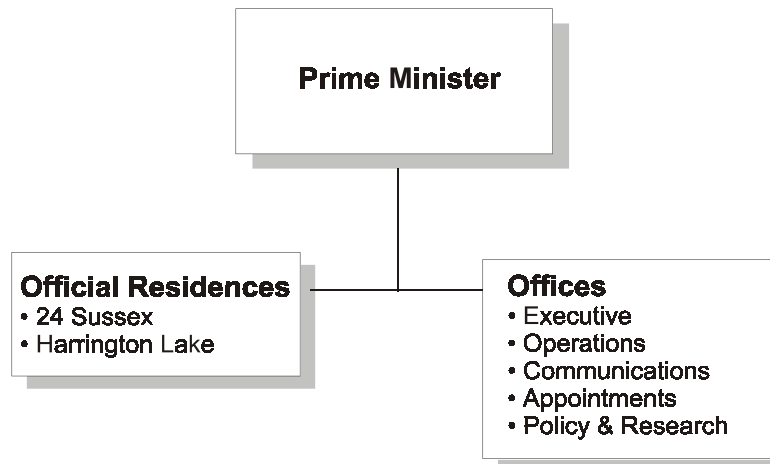
As shown in Figure 2 below, during 1997-98, the Privy Council Office consisted of six Business Lines. The Privy Council Program is carried out primarily in Ottawa, with the exception of Commissions of Inquiry and Task Forces which may operate across Canada as required.

Figure 2: Program Structure



The **Office of the Prime Minister** Business Line provides support services, information and advice to the Prime Minister. The Prime Minister is supported by the Privy Council Office, under the direction of the Clerk of the Privy Council and Secretary to the Cabinet, and by the Prime Minister's Office, under the direction of the Chief of Staff.

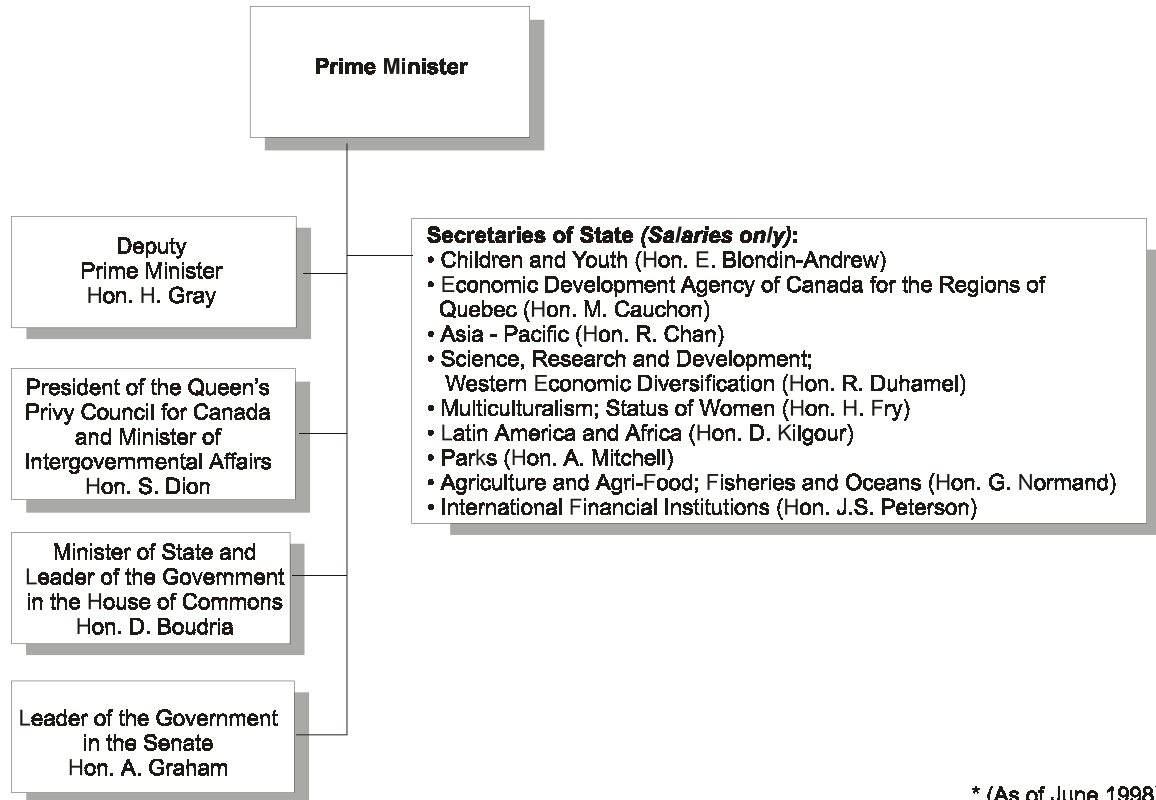
Figure 3: Office of the Prime Minister Business Line Organization Chart



The **Ministers' Offices** Business Line consists of: the Office of the Deputy Prime Minister, who undertakes specific functions delegated by the Prime Minister, including serving as Acting Prime Minister in the Prime Minister's absence; the Office of the President of the Privy Council and Minister of Intergovernmental Affairs, who is responsible for overseeing the management of federal-provincial relations; the Office of the Leader of the Government in the Senate, who is responsible for the management of the Government's legislative program in the Senate; and the Office of the Minister of State and Leader of the Government in the House of Commons, who is responsible for the legislative program in the House of Commons. An Executive Assistant to each of the Ministers is responsible for the management of each of the above offices.

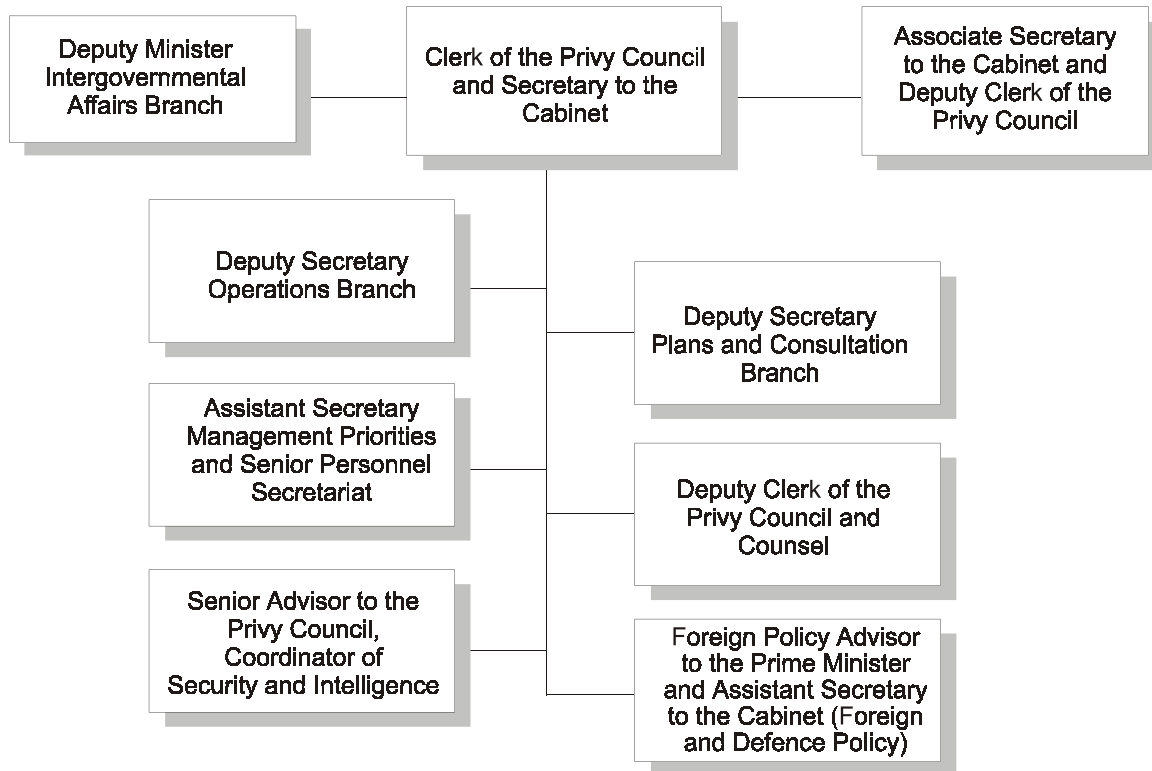
In addition, this Business Line includes the resources for the payment of salaries and motor car allowances for Secretaries of State who assist Cabinet Ministers in carrying out their responsibilities.

Figure 4: Ministers' Offices Business Line Organization Chart *



The **Privy Council Office** Business Line consists of numerous branches: the Operations Branch, the Plans and Consultation Branch, the Management Priorities and Senior Personnel Secretariat, the Deputy Clerk of the Privy Council and Counsel (Machinery of Government Secretariat, Legislation and House Planning/Counsel Secretariat), the Coordinator of Security and Intelligence (Security and Intelligence Secretariat and Intelligence Assessment Secretariat), the Foreign and Defence Policy Secretariat and the Intergovernmental Affairs Branch. The Clerk of the Privy Council and Secretary to the Cabinet is accountable for the management of this Business Line and reports directly to the Prime Minister.

Figure 5: Privy Council Office Business Line Organization Chart

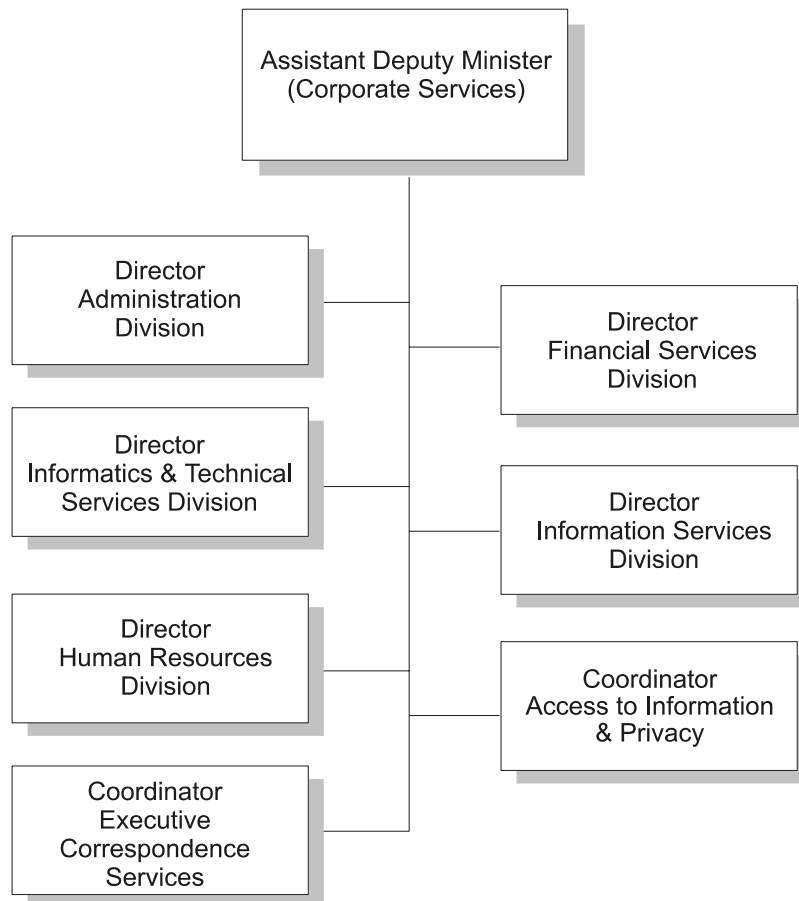


The **Millennium Planning** Business Line, which existed during the 1997-98 fiscal year only, consisted of a Task Force to support the Deputy Prime Minister with the planning and coordination of Millennium partnerships and activities. The Executive Director, who reported to the Deputy Clerk of the Privy Council and Counsel, was responsible for the management of this Business Line. On March 12, 1998, the Task Force became a separate agency reporting directly to the Deputy Prime Minister and no longer falls under the mandate of the Privy Council Office.

The **Commissions of Inquiry and Task Forces** Business Line, during the 1997-98 fiscal year, consisted of the Commission of Inquiry on the Blood System in Canada; the Commission of Inquiry into the Deployment of Canadian Forces to Somalia; the Commission to Review Allowances of Members of Parliament; and the Indian Specific Claims Commission. A Commissioner or Commissioners are responsible for the management of each Commission.

The **Corporate Services** Business Line consists of the Administration, Financial Services, Informatics and Technical Services, Information Services and Human Resources Divisions as well as an Access to Information and Privacy Office and Executive Correspondence Services. An Assistant Deputy Minister is responsible for the management of this Business Line.

Figure 6: Corporate Services Business Line Organization Chart



III DEPARTMENTAL PERFORMANCE

A. Departmental Performance Expectations

The summary financial information precedes the performance information for the organization as a whole and for each Business Line. The three numbers in each of the boxes are defined as follows:

- Planned Spending - represents the 1997-98 Main Estimates;
- Total Authorities - represents the Main Estimates, Supplementary Estimates and other year-end adjustments and match those numbers shown in the Public Accounts for 1997-98; and
- Actual - represents the amount of resources actually spent in the 1997-98 fiscal year.

Privy Council Office Program

Planned Spending	\$64,006,210
<i>Total Authorities</i>	<i>\$80,516,971</i>
1997-98 Actual	\$79,806,523

The variance between Planned Spending and *Total Authorities* is primarily due to the approval of supplementary estimates during the 1997-98 fiscal year.

The variance between *Total Authorities* and **1997-98 Actual** is mainly due to lower than planned spending for operating costs and contribution payments.

The *1997-98 Report on Plans and Priorities* outlined the following general expectations for the Privy Council Office:

- to assist the government in the setting of priorities;
- to support the Prime Minister, Cabinet and Cabinet Committees in taking decisions on the implementation of government commitments and addressing the issues of the day;
- to ensure the vitality and effectiveness of the institution of the Public Service in providing advice and support to the government and in providing services to Canadians; and
- to provide advice on policies and programs for a government's new mandate.

As well, the Privy Council Office has a vital role to play in helping to implement specific commitments set out in the Government's September 23, 1997 Speech from the Throne. It also has responsibility for managing interdependence and helping Ministers and officials exercise their collective responsibility to serve the broader public interest. In this regard, the Privy Council Office, during the review period, supported the following key Speech from the Throne commitments:

- ☐ Building a Stronger Canada;
- ☐ Investing in Children;
- ☐ Investing in Quality Care and Good Health;
- ☐ Building Safer Communities;
- ☐ Creating Opportunities for Young Canadians;
- ☐ Investing in Knowledge and Creativity;
- ☐ Expanding Opportunities in Aboriginal Communities;
- ☐ Looking Outward; and
- ☐ Celebrating the Millennium.

The Privy Council Office also supported and advanced public service reform initiatives in the following broad areas:

- ☐ Improving Policy Capacity;
- ☐ Modernizing Service Delivery; and
- ☐ Improving Human Resource Management.

B. Departmental Performance Accomplishments

Speech from the Throne Performance Accomplishments

During the review period, the government maintained sound economic and financial management by balancing the budget for the first time since 1969-70, establishing a debt repayment plan to reduce the absolute amount of government debt, extending the current inflation control targets of 1 to 3 per cent to the end of 2001, and beginning the process of general tax relief. The Privy Council Office advised the Prime Minister on these developments and worked with the Department of Finance in developing the Budget strategy.

<i>Building a Stronger Canada</i>

In addition, the Privy Council Office, working closely with other federal departments and agencies, provided advice and assistance to the government in working cooperatively with the provinces and territories. For example, the Privy Council Office provided support to the government during the December 1997 First Ministers' Meeting. At that meeting, the Prime Minister and First Ministers of nine provinces and both territories agreed to work collaboratively to develop a framework for the Canadian social union. The Privy Council Office established the Social Union Task Force to advise lead federal Ministers on these discussions. Also at the December 1997 meeting, First Ministers agreed to work cooperatively on priorities such as children, persons with disabilities, health, youth, student debt, and climate change.

Finally, as part of the government's commitment to strengthen Canadian unity, the Privy Council Office worked closely with the Department of Justice in preparation for hearings on the Supreme Court Reference concerning Quebec secession, in order to bring greater clarity to the unity debate.

Working closely with other federal departments and agencies, the Privy Council Office provided support on initiatives and discussions at federal-provincial meetings to address in a cooperative way the problems of low-income families with children and to build a comprehensive and effective child benefit system. During the review period, for example, the government announced, in the 1998 Budget, that the Canada Child Tax Benefit would be enriched by a further \$850 million over two years. Under the National Child Benefit program, provinces have reinvested the savings generated through the enhanced federal tax credit to help the working poor. At the December 1997 First Ministers' Meeting, the federal government and the provinces and territories also reaffirmed their commitment to developing a National Children's Agenda to ensure cooperative approaches to maintaining children's well-being.

Investing in Children

In collaboration with other federal departments and agencies, the Privy Council Office assisted the government in establishing initiatives to support its leadership role of ensuring that the medicare system meets the needs of the future and that emerging issues in health care are addressed.

Investing in Quality Care and Good Health

A new caregiver tax credit was introduced in the 1998 Budget. National conferences were held on home care, pharmacare, and information technology in the health system. Work was also undertaken on other initiatives, such as increased funding for the Tobacco Demand Reduction Strategy, \$45 million over five years in increased funding for breast cancer research, and an extension of the National Aids Strategy.

In addition, during the review period, the first projects went ahead under the government's Health Transition Fund, which is aimed at supporting provincial innovation in the area of health care delivery. The results of these projects will be shared among all provinces and territories to assist them in health system transition.

Working closely with other departments and agencies, the Privy Council Office provided support for initiatives to enhance security for Canadians, such as development of Phase II of the National Strategy for Community Safety and Crime Prevention and the Renewing Youth Justice Strategy, and proposed amendments to the *Canadian Human Rights Act*, *Criminal Code* and *Canada Evidence Act*.

Building Safer Communities

In consultation with a number of departments and agencies, the Privy Council Office provided advice and support to the government in the development of initiatives to create opportunities for youth. The 1998 Budget announced the Canadian Opportunities Strategy, which included the Canadian Millennium Scholarships Fund, additional assistance for advanced research and for graduate students through increased funding for the granting councils, increased support for youth at risk, improvements to the Canada Student Loans Program and tax relief for interest on student loans. The 1998 Budget also included Canada Study Grants for students with dependents, Canada Education Savings Grants, an Employment Insurance premium holiday for young Canadians hired in 1999 and 2000, and more funding for SchoolNet and the Community Access Program.

Creating Opportunities for Young Canadians

As noted earlier, the Privy Council Office provided advice and assistance to the government in the context of the December 1997 First Ministers' Meeting. At that meeting, First Ministers committed to a youth employment action plan and asked their Labour Market Ministers to put in motion an Agenda for Action dealing with improved access to education and skills, more work opportunities for those making the school/work transition or who may be at risk, assistance in adapting to a changing labour market, and help in addressing social and cultural barriers to labour market participation.

The Privy Council Office worked with other departments and agencies across government on initiatives to facilitate the emergence of the knowledge and information economy. These included, among others, development of the Canadian Opportunities Strategy noted above, and development of a policy framework for electronic commerce. Other measures to address knowledge and creativity included the 1998 budget announcement of \$405 million in additional funds for the granting councils and \$34 million in additional resources for the Industrial Research Assistance Program.

Investing in Knowledge and Creativity

In close collaboration with a range of federal departments and agencies, the Privy Council Office

Expanding Opportunities in Aboriginal Communities

supported the development of *Gathering Strength: Canada's Aboriginal Action Plan*, which was announced on January 7, 1998, in response to the Royal Commission on Aboriginal Peoples. *Gathering Strength* focuses on social and economic development; on building capacity for self-government; and on improving relationships with Aboriginal people, including an historic Statement of Reconciliation. A Healing Strategy was announced, to provide healing programs for Aboriginal people and communities affected by physical and sexual abuse experienced in residential schools, to be delivered by an Aboriginally-run Healing Institute.

During the review period, the Privy Council Office worked with departments to put in place Head Start programs on reserves, an expanded Aboriginal languages program and the creation of an Aboriginal Health Institute. In addition, final land claim and self-government agreements were concluded with two Yukon First Nations, and negotiations continued at 70 tables in six provinces and territories.

During the review period, the Privy Council Office, working in close cooperation with other departments and agencies, provided support for the government's efforts to enhance Canada's international trade performance. The Privy Council Office also provided support for bilateral visits by the Prime Minister to other countries; visits to Canada from foreign dignitaries; and participation at major international summits. The review period saw the successful hosting of the Landmines Conference, in Ottawa in December 1997, and the conclusion of an international agreement on greenhouse gas emissions, at Kyoto, Japan, also in December.

Looking Outward

The Privy Council Office supported the government's work to begin building a partnership among governments, communities and citizens to mark the new millennium. Canada's *Millennium Initiative* was launched March 12, 1998, following national public opinion research and round table consultations across the country. The announcement included creation of the Millennium Bureau of Canada and \$160 million in funding.

Celebrating the Millennium

Public Service Reform Initiatives Performance Accomplishments

In its April 1997 *Progress Report*, the Policy Research Committee (PRC) – an interdepartmental group of Assistant Deputy Ministers from more than 30 departments and agencies - laid out two-year work plans to address research gaps in the areas of growth, human development, and social cohesion, as well as an inventory of government research projects. The document also provided the basis for another research project, on the “knowledge-based economy and society.” These research projects played a crucial role in identifying the pressure points that needed to be addressed in developing the agenda for the 1997 Speech from the Throne.

Improving Policy Capacity

In November 1997, the PRC hosted two major conferences – one for non-governmental researchers and another for government officials. Such activities by the PRC have fostered greater collaboration between departments and with the external research community. This collaboration has strengthened the government’s policy capacity by filling in research gaps and by bringing different perspectives to issues.

For further information on the PRC initiative, see the PRC website at (<http://policyresearch.gc.ca>).

The Privy Council Office provided advice and guidance to move forward on initiatives across government aimed at improving service delivery to citizens. For example, it provided advice and support during the review period towards the creation of the Canadian Parks Agency and Canada Customs and Revenue Agency. Examples of progress can be found across government in areas such as better integration of service delivery among departments and agencies, integration of service delivery among governments, strategic alliances and partnerships, and enhanced use of information technology.

Modernizing Service Delivery

The Privy Council Office worked closely with the other central agencies to support human resource renewal across the public service. For example, the *La Relève* Task Force was created to facilitate the Deputy Minister community’s efforts to renew the public service. During the past year, the Task Force supported efforts in a number of areas:

Improving Human Resource Management

- improved demographic planning and analysis capacity across the public service in departments;
- promoted a major national consultative process with junior public servants through the Workforce of the Future exercise;
- helped put in place with the Public Service Commission and the Treasury Board Secretariat a new collective management regime for Assistant Deputy Ministers;
- assisted in implementing an Accelerated Executive Development Program (AEXDP) and Assistant Deputy Minister Pre-Qualified Pool;

- worked with the Treasury Board Secretariat in the development of a new Universal Classification System;
- collaborated with the Treasury Board Secretariat and departments to modernize Public Service awards and recognition programs; and
- supported the Advisory Committee on Senior Level Retention and Compensation with regard to the Governor in Council appointees community.

C. Business Line Performance Accomplishments

Office of the Prime Minister Business Line

Planned Spending	\$5,527,000
<i>Total Authorities</i>	<i>\$6,028,702</i>
1997-98 Actual	\$6,047,347

In 1997-98, the Office of the Prime Minister obtained additional authorities through Supplementary Estimates to support an internal reorganization and to alleviate workload pressures.

The minor shortage between **1997-98 Actual** and *Total Authorities* was offset by lapses in other areas of the Program.

During 1997-98, the Office of the Prime Minister continued to provide advice, information and special services to support the Prime Minister as Head of Government and chairman of Cabinet, including liaison with Ministers, issue management, government communications, planning and operations related to representation of Canada in the international community, and support for certain political responsibilities, including relations with Caucus.

Included in the expenditures of the Business Line are some costs relating to the Official Residences of the Prime Minister. However, the National Capital Commission is responsible to furnish, maintain, heat and keep in repair the Prime Minister's Official Residences.

Ministers' Offices Business Line

Planned Spending	\$4,330,000
<i>Total Authorities</i>	<i>\$5,446,807</i>
1997-98 Actual	\$5,444,871

In 1997-98, additional funding was obtained through supplementary estimates in order to support the various Ministers' Offices within the Privy Council Office following the changes made to the Cabinet Structure on June 11, 1997.

The Ministers' Offices Business Line provided for the administration of offices providing support services, information and advice to the Deputy Prime Minister, the President of the Privy Council and Minister of Intergovernmental Affairs, the Leader of the Government in the House of Commons, and the Leader of the Government in the Senate.

Resources allocated to this Business Line are in keeping with the budgets prescribed by Treasury Board Ministers and reflect approved levels for exempt and departmental staff as well as operating budgets. As well, this Business Line includes the resources for the payment of salaries and allowances for the nine Secretaries of State who assist Cabinet Ministers in carrying out their responsibilities. However, the operating budgets for the offices of these Secretaries of State are not included in the Privy Council Program. They are included in the budgets of the respective departments.

Privy Council Office Business Line

Planned Spending	\$32,582,000
<i>Total Authorities</i>	<i>\$31,441,498</i>
1997-98 Actual	\$30,838,803

Total Authorities vary from Planned Spending due to a realignment of resources to the Corporate Services Business Line to fund departmental priorities (e.g. initiatives such as Year 2000 preparedness).

1997-98 Actual are lower than *Total Authorities* mainly due to lower than planned spending for operating costs and contribution payments.

During the 1997-98 fiscal year, the various branches within the Privy Council Office Business Line engaged in the following activities:

The **Operations Branch** provided regular advice and support on a variety of social and economic issues to the Prime Minister, the Clerk of the Privy Council, the President of the Privy Council and other government departments as required in support of good government and management. The Branch worked closely with responsible departments in providing support and advice to the Special Committee of Council (SCC) and to the Cabinet Committees on Economic and Social Union. Support is provided to these two Committees to develop plans, set priorities and implement policies which advance the government's economic and social strategies, and strengthen the economic and social union. The Branch also maintained its support to SCC Ministers in the assessment of regulatory policies and new proposals. The SCC is responsible for guiding the implementation of the regulatory framework, and ensuring the regulatory regime is both efficient and effective.

The Privy Council Office, working closely with Emergency Preparedness Canada, also played a key role in coordinating the government's response to emergencies including the 1997 floods in Manitoba and the 1998 ice storm in Eastern Canada. The

effective control and distribution of Cabinet documents across government departments was also maintained during this period.

The **Plans and Consultation Branch** advised the Prime Minister and the Clerk of the Privy Council on a broad range of government-wide strategic policy and planning issues. Most notably, during the review period, the Branch, working with departments, provided strategic policy advice in preparation for the September 1997 Speech from the Throne and on fiscal policy issues including the 1998 Budget. As well, the Branch continued to play a leadership role in building a broader and integrated policy research foundation to strengthen the government's capacity to provide medium-term policy advice. The Branch also continued to provide support to meetings of the Cabinet and provided ongoing advice to the Prime Minister, Ministers and departments regarding communications and consultations.

During 1997-98, the **Management Priorities and Senior Personnel Secretariat** continued to provide advice and support to the Clerk of the Privy Council and the Prime Minister on public service management issues and human resource policy issues, with a focus on public service reform. The Secretariat worked closely with the *La Relève* Task Force, and with other central agencies, to advance human resources management renewal in the Public Service. The emphasis was on moving *La Relève* from commitment to action at all levels in all departments, central agencies, functional communities and regions. The Secretariat also coordinated a number of Deputy Minister-level committees which considered issues relating to management policy. As well, the Secretariat continued to advise the Clerk of the Privy Council and the Prime Minister on appointments, performance evaluation and compensation of senior personnel in the public sector.

The **Deputy Clerk of the Privy Council and Counsel** is supported by two secretariats: the Machinery of Government Secretariat; and the Legislation and House Planning/Counsel Secretariat. The accomplishments for 1997-98 are as follows:

- The *Machinery of Government Secretariat* continued to provide advice and support to the Clerk of the Privy Council and the Prime Minister on the structure, organization and functioning of government. The major initiative during the year was the planning and preparation for the transition to the second mandate of the government. The activities included providing advice on the new formulation of the Cabinet and its committees, Ministers' mandates and responsibilities, changes in the organization of the government and preparation for the swearing-in ceremony of the new Cabinet. The Secretariat also continued to provide policy advice on new organizational structures to define government services and oversee legislative initiatives and evaluations related to Alternative Service Delivery options, including the creation of the Canadian Parks Agency and the Canada Customs and Revenue Agency.
- The *Legislation and House Planning/Counsel Secretariat* provided legal and policy advice and support to the Prime Minister, Ministers in the Prime Minister's portfolio, and the Clerk of the Privy Council. The major initiatives for the year included: the preparation of legal and policy support on government legislation and regulations; court cases with government-wide implications or relating to the Prime Minister's prerogatives; electoral issues including support for calling the 1997 election; the interpretation of Cabinet confidences and access to information issues; and matters related to Commissions of Inquiry. The Secretariat also assisted the Leaders of the Government in the House of Commons and the Senate in the planning and coordination of the government's legislative program in Parliament, including the introduction of 42 government bills and procedural matters related to the government's work in the House and the Senate.

The **Coordinator of Security and Intelligence** is supported by two Secretariats: the Security and Intelligence Secretariat and the Intelligence Assessment Secretariat. The accomplishments of these Secretariats for 1997-98 are as follows:

- In 1997-98, the *Security and Intelligence Secretariat* continued to support the Prime Minister and Cabinet by providing policy advice on national security and intelligence issues, and by coordinating the activities of the security and intelligence sector. Highlights of this work included: coordinating the establishment of the 1998-99 priorities for the Canadian intelligence community; coordinating the input of the Canadian intelligence community on the development of a new cryptography policy for Canada; and continuing improvements to ensure an adequate level of departmental security.

- The *Intelligence Assessment Secretariat* focussed its assessment of major international issues on developments that had significant impact on Canadian interests, such as the Asian financial crisis, the reversion of Hong Kong sovereignty to China, the expansion of NATO, and key areas involving the deployment of Canadian troops, such as Bosnia, Iraq and Haiti.

The **Foreign and Defence Policy Secretariat** supported the government's efforts to bolster Canadian exports to create economic growth, as well as to enhance Canada's influence and economic weight internationally. In addition to action throughout the year on bilateral and multilateral economic issues, the Secretariat prepared the Prime Minister for his participation in the Team Canada mission to Mexico, Brazil, Argentina and Chile in January, 1998. The Prime Minister's trade policy initiatives, in particular those associated with promoting free or freer trade, led to considerable progress at the Vancouver APEC meeting in November 1997, which he chaired and where he played a significant role in helping to deal with the fallout from the Asian financial crisis. They also prepared the way for the decision taken at the April 1998 Summit of the Americas in Chile to establish a committee of Trade ministers chaired by Minister Marchi to work toward the goal of a Free Trade Area of the Americas.

The Foreign and Defence Policy Secretariat provided ongoing advice on foreign and defence policy developments to prepare the Prime Minister for his discussions with foreign leaders. In the year under review the Prime Minister paid bilateral visits to the United States, Russia and Britain, received visits from a number of foreign leaders, attended the Denver G-7 Summit, the NATO Summit in Madrid at which the enlargement of NATO was decided, the Commonwealth Summit in Edinburgh and the Francophone Summit in Hanoi. He took part in the December 1997 Landmines Conference in Ottawa, attended by 122 countries. The secretariat had a coordinating role with regard to the federal response to the Red River flood in April/May 1997 and to the January 1998 ice storm in Ontario and Quebec.

Further priorities in the field of foreign and defence policy, on which the Foreign and Defence Policy Secretariat exerted a strong policy influence, included supporting the reform, adaptation and financing of the United Nations system, contributing to the response of the international community to action by Iraq to prevent United Nations weapons inspectors from carrying out their duties, taking part in the NATO response to the crisis in Kosovo, and providing international leadership in arms control and support to the Cabinet process of approving and ratifying arms control agreements.

The **Intergovernmental Affairs Branch** of the Privy Council continued to support the Prime Minister, the Minister of Intergovernmental Affairs and the Cabinet more generally in their efforts to preserve national unity and renew the federation. The reference to the Supreme Court of Canada regarding Quebec's right to effect secession unilaterally, which was initiated in cooperation with the Department of Justice, was one of the most important issues of the year. The opinion issued by the Court clarifies critical questions respecting how the process of any attempted secession should be conducted within the law. The constitutional amendments concerning the secularization of Quebec's and Newfoundland's school systems were successful initiatives sponsored in Parliament by the Minister of Intergovernmental Affairs. The amendments demonstrated the flexibility of the Canadian federal system in responding to requests by the provinces for bilateral constitutional change.

The Intergovernmental Affairs Branch also provided support to the Prime Minister in his role as Chair of the First Ministers' Meeting in December 1997 and for bilateral meetings held with Premiers. Other issues dealt with were the establishment of a Forum of Directors-General and Directors of Federal-Provincial Relations, the Annual Premiers' conference and other meetings of Premiers, as well as federal-provincial files including the social union, environmental harmonization and the transfer of job training responsibilities to some of the provinces.

On Aboriginal issues the Branch played an active role in the development of *Gathering Strength*, the federal government's response to the report of the Royal Commission on Aboriginal People. It exerted a particularly strong policy influence with respect to Métis and off-reserve Aboriginal people and federal-provincial issues. The Branch also participated, as a member of the federal government caucus, in the Nisga'a treaty negotiations and other land claims negotiations across Canada, and in assessing the Supreme Court ruling in the Aboriginal title case known as *Delgamuukw*. Other important issues dealt with included the development of an urban Aboriginal strategy and the establishment of the Aboriginal Healing Foundation.

Millennium Planning Business Line

Planned Spending	\$ —
<i>Total Authorities</i>	<i>\$1,342,743</i>
1997-98 Actual	\$1,218,490

The Business Line was created during fiscal year 1997-98 and resources for the operation of the Task Force were obtained through Supplementary Estimates.

In September 1997, the Speech from the Throne announced the government's commitment to build partnerships among governments, communities and citizens to mark the new millennium. The Deputy Prime Minister was asked by the Prime Minister

to co-ordinate this initiative on behalf of the government. A Coordinating Committee of Ministers for the Millennium was created to guide federal millennium planning.

A Millennium Task Force (MTF) was set-up within the Privy Council Office to develop the overall Millennium initiative. The MTF undertook an extensive consultation process to discuss and obtain input on millennium planning. The consultation process was divided into three parts. Roundtable discussions were held with Canadians from all walks of life in every major Canadian city, meetings were held with representatives from each provincial and territorial government, and an Angus Reid poll was commissioned to obtain feedback from a wide range of the population.

In March 1998, the Prime Minister and Deputy Prime Minister announced the creation of a Millennium Partnership Program and the establishment of the Millennium Bureau of Canada as a separate agency.

Commissions of Inquiry and Task Forces Business Line

Planned Spending	\$ —
<i>Total Authorities</i>	<i>\$11,965,873</i>
1997-98 Actual	\$10,916,658

At the time of the preparation of the Main Estimates, the work plans for the various Commissions of Inquiry had not been finalized. Accordingly, resources were obtained through Supplementary Estimates.

1997-98 Actual were lower than the *Total Authorities* due to the lower than planned expenditures by the Indian Specific Claims Commission.

During the 1997-98 fiscal year, four Commissions of Inquiry operated within the Privy Council Program:

- Indian Specific Claims Commission;
- Commission of Inquiry on the Blood System in Canada;
- Commission of Inquiry into the Deployment of Canadian Forces to Somalia;
- and
- Commission to Review Allowances of Members of Parliament.

Indian Specific Claims Commission

The Commission conducts impartial inquiries when a First Nation disputes rejection of their specific claim by the Minister of Indian Affairs and Northern Development, or when a First Nation disagrees with the compensation criteria used by the government in negotiating the settlement of their claim.

During fiscal year 1997-98, the Commission visited 5 communities, held 8 planning conferences, 12 community sessions and 4 oral submissions sessions. Fourteen reports were completed and 3 were in progress; 9 active claims were in mediation/facilitation of which one was accepted for negotiation, settled and a report released.

The Commission also published 2 landmark Newsletters, Indian Claims Commission Proceedings 6 & 7 and a Special Newsletter on the Michipicoten Pilot Project. All publications are available in English and French, and through the Commission's website at www.indianclaims.ca.

A special pilot project aimed at designing a cooperative alternative dispute resolution model is clearly demonstrating positive benefit. The Michipicoten First Nation and Canada, with the Commission's help, have made rapid progress toward resolving the historic grievances of the Michipicoten First Nation.

Research projects are undertaken from time to time to advance the resolution of land claims. The Indian Specific Claims Commission has undertaken a study relative to the Delgamuukw Supreme Court decision which establishes a precedent in recognition of oral history. Two research projects into land surrenders have also been initiated: First Nation Land Surrenders on the Prairies 1896-1911 and Cote First Nation Land Surrenders.

The Commission continues to work with government and First Nations in the evolution of a new claims policy and process. A joint process was launched in 1996-97 with a view to establishing a new Independent Claims Body. During 1997-98, the Joint Work Group has focussed on making a number of suggestions on the structure and powers of an independent claims body. In the interim, the Commission will continue under its existing mandate. The operating costs for 1997-98 totalled \$3.5 million.

Commission of Inquiry on the Blood System in Canada

Fiscal year 1997-98 was devoted to producing the final report of the Commission of Inquiry on the Blood System in Canada. The report was tabled on November 26, 1997. The operating costs for 1997-98 totalled \$2.3 million.

Corporate Services Business Line

Planned Spending	\$21,567,220
<i>Total Authorities</i>	\$24,291,348
1997-98 Actual	\$25,340,354

The *Total Authorities* exceed the Planned Spending for the following reasons:

- the organization received funding from Treasury Board Vote 5 “Government Contingencies” in order to cover costs for severance, separation and maternity leave (\$1.7 million). These approved incremental resources were in keeping with Treasury Board policies and procedures;
- Internal reallocations were made in order to support departmental requirements for informatics including Year 2000 initiatives (\$.7 million); and
- Supplementary Estimates were obtained to provide corporate services to additional staff following the changes made to the Cabinet structure in June 1997 (\$.3 million).

The **1997-98 Actual** exceeded the Total Authorities due to the realignment of resources from other Business Lines to fund departmental information services and administration requirements.

Commission of Inquiry into the Deployment of Canadian Forces to Somalia

Fiscal year 1997-98 was devoted to producing the final report of the Commission of Inquiry into the Deployment of Canadian Forces to Somalia. The Commission submitted its final report to the Governor in Council on July 2, 1997. The operating costs for 1997-98 totalled \$4.7 million.

Commission to Review Allowances of Members of Parliament

The *Parliament of Canada Act* requires that a Commission be appointed after a general election to look into the adequacy of remunerations and other allowances paid to Members of the Senate and the House of Commons, and to make recommendations to the Governor in Council within six months. In turn, the Commission’s report must be tabled before Parliament within 15 sitting days. This was the sixth Commission to have been established since the requirement was added to the Act in 1976. The Commission was established July 31, 1997 and its report was tabled on February 4, 1998. In fiscal year 1997-98, \$0.4 million was spent by this Commission.

Key results, for the Corporate Services Business Line, which remain fairly constant from year to year, included the provision of centralized, administrative services and, as well, specialized services not found in other government departments. These common services were provided to the Prime Minister's Office, and other Ministers' Offices within the Program, as well as the Privy Council Office. The centralized services included financial, administrative, information management, informatics, technical, translation and human resource services as well as the coordination of responses to requests for information under the *Access to Information and Privacy Acts*. As well, this Business Line provided certain administrative services to Commissions of Inquiry and Task Forces.

Specific results during 1997-98 included the provision of services to the new Ministers' Offices and task forces that fell under the responsibility of the Privy Council Program.

Specialized services, that remain constant from year to year, included the costs of operating the Prime Minister's switchboard, technical tour support to the Prime Minister's Office and a correspondence unit responsible for the handling of all non-political, non-personal mail addressed to the Prime Minister.

Executive Correspondence Services

One of the organization's key results commitments is "providing a cost efficient system to handle the volume of correspondence that Canadians address to their Prime Minister". Executive Correspondence Services (ECS) consists of two units: the Executive Correspondence Unit (ECU), which is responsible for processing mail addressed to the Prime Minister as Head of Government; and the Departmental Correspondence Unit (DCU), which is responsible for processing mail addressed to the Minister of Intergovernmental Affairs and the Leader of the Government in the House of Commons in their roles as Ministers of the Crown.

Effectiveness and timeliness of the services provided by ECS are evaluated by turnaround-time standards established for each category of correspondence and cost reasonableness with an indicator of average salary cost per item.

In 1997-98, ECU processed over 400,000 items at the average cost of \$2.68 per item, routed correspondence to appropriate areas usually within the established 24 hour turnaround time, and handled responses to Canadians' requests significantly faster than expected in most cases. For instance, replies to priority mail were usually handled 3 days in advance of the established 2 weeks time frame while replies to general mail were handled with an average of 28 days in advance of the established five weeks target. Besides its regular activities, ECS continued to work towards the implementation of a new correspondence tracking system which will be compliant with Year 2000 as well as the Treasury Board initiative to acquire common systems for functional areas common to all departments.

La Relève

As part of the *La Relève* initiatives being undertaken across government, the Privy Council Office, in May 1997, prepared an action plan entitled "Building our Future Together". This plan covered seven key areas aimed at improving the working environment in the Privy Council Office: values and ethics; work processes; career management and staffing; employment equity; work and family balance; continuous learning; and rewards and recognition.

Since then, positive results from *La Relève* have been observed at the Privy Council Office. Accomplishments for the year 1997-98 included the implementation of three major initiatives as well as several smaller initiatives. The three main programs implemented were:

- Upward Feedback Program - a valuable tool in improving communication between managers and staff, managerial performance and the work environment generally;
- Bridging the Gap Program - created to provide junior officer training positions for six support and administrative staff; and
- Career Management Program - designed to provide employees with tools in order to develop and follow a personal career plan for the next three to five years, either within the organization or elsewhere.

Year 2000 Readiness

The Privy Council Office prepared a Year 2000 Readiness Plan in 1997-98 designed to report on the state of readiness of the organization to deal with the Year 2000 issue. The plan covers all facilities which potentially may be affected by the Year 2000 issue including hardware, software and non-informatics facilities such as elevators, heating and air conditioning systems. The Privy Council Office uses approximately fifty systems or applications which are being reviewed for compliancy. Although none of the systems used by the Privy Council Office are identified as Government-Wide Mission Critical systems, their aggregate malfunction would have a critical impact on the ability of the organization to fulfill its mandate. Some key areas of concern do not fall under the control of the Privy Council Office, for example: telecommunications, secure facilities, third party commercial software and the Treasury Board shared initiatives. For all instances within the organization's scope of responsibility, an integrated action plan has been prepared which is being monitored and reported upon regularly. As of September 1998, the Privy Council Office is on target to meet its requirements under the Year 2000 Readiness Plan. Risk assessments and contingency plans are also being developed.

IV FINANCIAL PERFORMANCE

A. Financial Performance Overview

This section provides a financial performance overview via a set of fifteen various financial tables. The format of these tables are standard throughout the federal government but only Tables 1, 2, 3 and 9 apply to the Privy Council Office. All figures reported under “Planned Spending”, “Total Authorities” and “Actual” columns of the Financial Tables correspond to amounts published in the 1997-98 Main Estimates and in the 1997-98 Public Accounts.

Explanation of variances have already been reported in previous sections of this document and, therefore, will not be repeated here.

B. Financial Summary Tables

Financial Table 1
Summary of Voted Appropriations

Authorities for 1997-98				
Financial Requirements by Authority (thousands of dollars)				
Vote		1997-98 Planned Spending	1997-98 Total Authorities	1997-98 Actual
Privy Council Office				
1	Program Expenditures	57,909.0	74,353.7	73,668.2
(S)	The Prime Minister's salary and motor car allowance	72.0	72.0	72.0
(S)	President of the Privy Council - Salary and motor car allowance	49.0	48.7	48.7
(S)	Leader of the Government in the Senate - Salary and motor car allowance	49.0	48.7	48.7
(S)	Ministers without Portforio or Ministers of State - Motor car allowance	18.0	21.2	21.2
(S)	Contribution to employee benefit plans	5,910.0	5,910.0	5,910.0
(S)	Spending of proceeds from the disposal of surplus Crown assets	0.0	62.7	37.7
Total Department		64,007.0	80,517.0	79,806.5
Note: Total authorities are main estimates plus supplementary estimates plus other authorities				

Financial Table 2

Comparison of Total Planned Spending to Actual Spending

Departmental Planned versus Actual Spending by Business Line (thousands of dollars)									
Business Lines	FTEs	Operating	Capital	Voted Grants & Contri- butions	Subtotal: Gross Voted Expendi- tures	Statutory Grants and Contri- butions	Total Gross Expendi- tures	Less: Revenue Credited to the Vote	Total Net Expendi- tures
Office of the Prime Minister	85	5,527.0	-	-	5,527.0	-	5,527.0	-	5,527.0
<i>(total authorities)</i>	85	6,028.7	-	-	6,028.7	-	6,028.7	-	6,028.7
(Actuals)	83	6,047.3	-	-	6,047.3	-	6,047.3	-	6,047.3
Ministers' Offices	49	4,330.0	-	-	4,330.0	-	4,330.0	-	4,330.0
<i>(total authorities)</i>	72	5,446.8	-	-	5,446.8	-	5,446.8	-	5,446.8
(Actuals)	67	5,425.0	19.9	-	5,444.9	-	5,444.9	-	5,444.9
Privy Council Office	328	30,571.0	-	2,011.0	32,582.0	-	32,582.0	-	32,582.0
<i>(total authorities)</i>	331	29,980.5	-	1,461.0	31,441.5	-	31,441.5	-	31,441.5
(Actuals)	330	29,527.9	124.2	1,186.7	30,838.8	-	30,838.8	-	30,838.8
Millennium Planning	-	-	-	-	-	-	-	-	-
<i>(total authorities)</i>	5	1,342.7	-	-	1,342.7	-	1,342.7	-	1,342.7
(Actuals)	5	1,063.8	154.7	-	1,218.5	-	1,218.5	-	1,218.5
Commissions of Inquiry and Task Forces	-	-	-	-	-	-	-	-	-
<i>(total authorities)</i>	-	11,965.9	-	-	11,965.9	-	11,965.9	-	11,965.9
(Actuals)	-	10,781.3	135.4	-	10,916.7	-	10,916.7	-	10,916.7
Corporate Services	200	19,568.0	2,000.0	-	21,568.0	-	21,568.0	-	21,568.0
<i>(total authorities)</i>	200	22,091.4	2,200.0	-	24,291.4	-	24,291.4	-	24,291.4
(Actuals)	198	23,664.8	1,675.5	-	25,340.3	-	25,340.3	-	25,340.3
Total	662	59,996.0	2,000.0	2,011.0	64,007.0	-	64,007.0	-	64,007.0
<i>(total authorities)</i>	693	76,856.0	2,200.0	1,461.0	80,517.0	-	80,517.0	-	80,517.0
(Actuals)	682	76,510.1	2,109.7	1,186.7	79,806.5	-	79,806.5	-	79,806.5
Other Revenues and Expenditures									
Cost of Services provided by other departments									10,113.0
<i>(total authorities)</i>									10,113.0
(Actuals)									13,328.4
Net Cost of the Program									74,120.0
<i>(total authorities)</i>									90,630.0
(Actuals)									93,134.9
Note:	<i>Numbers in italics</i> denote Total Authorities for 1997-98 (main & supplementary estimates & other authorities).								
	Bolded numbers denote actual expenditures/revenues in 1997-98								

Financial Table 3
Historical Comparison of Total Planned Spending to Actual Spending

Departmental Planned versus Actual Spending by Business Line (thousands of dollars)					
Business Lines	Actual 1995-96	Actual 1996-97	Planned Spending 1997-98	Total Authorities 1997-98	Actual 1997-98
Office of the Prime Minister	5,632.1	5,832.8	5,527.0	6,028.7	6,047.3
Ministers' Offices	3,744.3	3,788.5	4,330.0	5,446.8	5,444.9
Privy Council Office	29,639.9	29,597.8	32,582.0	31,441.5	30,838.8
Millennium Planning	-	-	-	1,342.7	1,218.5
Commissions of Inquiry and Task Forces	20,940.0	17,188.1	-	11,965.9	10,916.7
Corporate Services	24,629.8	23,292.3	21,568.0	24,291.4	25,340.3
Total	84,586.1	79,699.5	64,007.0	80,517.0	79,806.5
<p>Note: Total Authorities are main estimates plus supplementary estimates plus other authorities.</p>					

Financial Table 4:

Crosswalk between Old Resource Allocation and New Allocation

Table 4 is not applicable to Privy Council Office.

Financial Table 5:

Resource requirements by Organization and Business Line

Table 5 is not applicable to Privy Council Office..

Financial Table 6:

Revenue to the Vote

Table 6 is not applicable to Privy Council Office.

Financial Table 7:

Revenues to the Consolidated Revenue Fund

Table 7 is not applicable to Privy Council Office.

Financial Table 8:

Statutory Payments

Table 8 is not applicable to Privy Council Office.

Financial Table 9

Transfer Payments

Transfer Payments by Business Line (thousands of dollars)					
	Actual 1995-96	Actual 1996-97	Planned Spending 1997-98	Total Authorities 1997-98	Actual 1997-98
GRANTS					
Office of the Prime Minister	-	-	-	-	-
Ministers' Offices	-	-	-	-	-
Privy Council Office	52.0	48.0	48.0	48.0	48.0
Millennium Planning	-	-	-	-	-
Commissions of Inquiry and Task Forces	-	-	-	-	-
Corporate Services	-	-	-	-	-
Total Grants	52.0	48.0	48.0	48.0	48.0
CONTRIBUTIONS					
Office of the Prime Minister	-	-	-	-	-
Ministers' Offices	-	-	-	-	-
Privy Council Office	1,723.7	1,348.0	1,963.0	1,413.0	1,138.7
Millennium Planning	-	-	-	-	-
Commissions of Inquiry and Task Forces	-	-	-	-	-
Corporate Services	-	-	-	-	-
Total Contributions	1,723.7	1,348.0	1,963.0	1,413.0	1,138.7
Total Transfer Payments	1,775.7	1,396.0	2,011.0	1,461.0	1,186.7

Financial Table 10:
Capital Spending by Business Line

Table 10 is not applicable to Privy Council Office.

Financial Table 11:
Capital Projects

Table 11 is not applicable to Privy Council Office.

Financial Table 12:
Status of Major Crown Projects

Table 12 is not applicable to Privy Council Office.

Financial Table 13:
Loans, Investments and Advances

Table 13 is not applicable to Privy Council Office.

Financial Table 14:
Revolving Fund Financial Statements

Table 14 is not applicable to Privy Council Office.

Financial Table 15:
Contingent Liabilities

Table 15 is not applicable to Privy Council Office.

V Consolidating Reporting

This section does not apply to the Privy Council Office Program.

VI Other Information

A. Contacts for Further Information and Departmental Web Sites

1. Contact Names & Addresses:

*Director, Information Services Division
Corporate Services Branch
Privy Council Office
Phone Number: 957-5632
Fax Number: 957-5043*

2. Departmental Web Sites:

Prime Minister	http://pm.gc.ca
Minister Boudria	http://www.pco-bcp.gc.ca/lgc
Minister Dion	http://www.pco-bcp.gc.ca/aia
Privy Council Office	http://www.pco-bcp.gc.ca
Indian Specific Claims Commission	http://www.indianclaims.ca

B. Legislation & Associated Regulations Administered

Prime Minister

<i>Canadian Centre for Management Development Act</i>	1991, c.16, s.20, as amended
<i>Constitution Acts</i>	
<i>Governor General's Act</i>	R.S. 1985, c.G-9, as amended
<i>Inquiries Act</i>	R.S. 1985, c.I-11, as amended
<i>Ministries and Ministers of State Act</i>	R.S. 1985, c.M-8
<i>National Round Table on the Environment and the Economy Act</i>	1993, c.31
<i>Public Service Rearrangement and Transfer of Duties Act</i>	R.S. 1985, c.P-34
<i>Royal Style and Titles Act</i>	R.S. 1985, c.R-12
<i>Royal Style and Titles (Canada) Act</i>	1947, c.72 (see also R.S.C. 1970, c.12)
<i>Salaries Act</i>	R.S. 1985, c.S-3, as amended

President of the Queen's Privy Council for Canada

<i>Canadian Transportation Accident Investigation and Safety Board Act</i>	1989, c.3, as amended
<i>Oaths of Allegiance Act</i>	R.S. 1985, c.O-1
<i>Parliamentary Employment and Staff Relations Act</i>	R.S. 1985, c.33 (2nd Supp.), as amended
<i>Public Service Staff Relations Act</i>	R.S. 1985, c.P-35, as amended
<i>Representation Act, 1974</i>	1974-75-76, c.13, as amended
<i>Representation Act, 1985</i>	1986, c.8, as amended

Minister of State and Leader of the Government in the House of Commons

<i>Elections Canada Act</i>	R.S. 1985, c.E-2, as amended
<i>Electoral Boundaries Readjustment Act</i>	R.S. 1985, c.E-3, as amended
<i>Electoral Boundaries Readjustment Suspension Act, 1994</i>	1994, c.19
<i>Parliament of Canada Act</i>	R.S., 1985, c.P-1, as amended
<i>Referendum of Canada Act</i>	1992, c.30, as amended

C. Statutory Annual Reports & Other Departmental Reports

- **Annual Report to the Prime Minister on the Public Service of Canada**

Pursuant to Section 47.1 of the *Public Service Employment Act*, the Clerk of the Privy Council, as Head of the Public Service, shall submit a report on the state of the Public Service each fiscal year to the Prime Minister. This report is then tabled in the House of Commons by the Prime Minister.