

Voluntary Non Profit Secretariat and Rural Secretariat

**Annual Report
2012-13**

**Office of Public Engagement
Executive Council**

Message from the Minister

As Minister Responsible for the Office of Public Engagement and in accordance with the Government of Newfoundland and Labrador's commitment to accountability, I am pleased to submit the 2012-13 Annual Report for the Rural Secretariat and Voluntary Non-Profit Secretariat.

In October of 2012 both of these entities, along with the Access to Information and Privacy Protection Office, the Office of Youth Engagement and the Strategic Partnership joined together to form the new Office of Public Engagement.

Throughout Newfoundland and Labrador, volunteers and non-profit organizations play an important role in the cultural, social and economic development of our communities. From municipal leaders, volunteer firefighters, and those who work with our youth and seniors, the volunteer and non-profit sector provides many vital services throughout our province. The Office of Public Engagement will continue to build on the work of the Voluntary and Non-Profit Secretariat in strengthening and improving collaboration between government and the sector, supporting the sector to meet changing community needs, promoting volunteerism, and involving stakeholders within this sector to ensure that their voices and perspectives are utilized in guiding public policy decision-making.

The Office of Public Engagement will also support the continuation of the work of the Rural Secretariat. Regional well-being, supporting dynamic and strong regions and communities, ensuring a rural voice in informing public policy development, and supporting research with respect to economic and social issues affecting rural areas is vital to the work of this new Office. This Office is also committed to enhancing the practice of public engagement within government entities and among partners and stakeholders. Continued and expansive dialogue with, and among, rural communities, labour, business, youth leaders, community sector partners, academia and individual citizens is a commitment of the Government of Newfoundland and Labrador.

This report covers the fiscal year April 1, 2012 to March 31, 2013 and provides details on the activities of the Voluntary and Non-Profit Secretariat and the Rural Secretariat as outlined in their 2011-14 business and activity plans respectively. Additionally, the work of other divisions within the Office of Public Engagement from the period of October 2012 to March 2013 is highlighted within this report

As the Minister Responsible for the Office of Public Engagement, I am accountable for the results reported in this document. This Annual Report has been prepared in accordance with the Government of Newfoundland and Labrador's *Transparency and Accountability Act* provisions.



I want to recognize the staff of the Office of Public Engagement for their assistance and dedication over the last year in bringing the new Office of Public Engagement together.



Honourable Keith Hutchings
Minister Responsible for the Office of Public Engagement
Minister of Innovation, Business and Rural Development
Minister Responsible for the Research and Development Corporation
MHA, Ferryland District

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1. Office of Public Engagement Overview

The primary objective of this document is to report on the activities of the Voluntary Non-Profit Secretariat and the Rural Secretariat as identified in their respective 2011-14 plans. These two entities now fall under the Office of Public Engagement (OPE).

Established in October 2012, the OPE brought together a number of existing entities of the Government of Newfoundland and Labrador (GNL): the Voluntary and Non-Profit Secretariat, the Rural Secretariat, the Office of Youth Engagement, the Strategic Partnership, and the Access to Information and Protection of Privacy (ATIPP) Office. In February 2013, the Getting the Message Out Program of the Department of Innovation, Business and Rural Development was also transferred to OPE.

In addition to reporting on the accomplishments of the Voluntary and Non-Profit Secretariat and the Rural Secretariat in accordance with provisions of the Government of Newfoundland and Labrador's *Transparency and Accountability Act*, the OPE has been active on a number of additional initiatives since its establishment in October 2012 and this report will highlight this work.

Through the efforts of the Voluntary Non-Profit Secretariat, the Rural Secretariat, the Strategic Partnership and the Office of Youth Engagement, the OPE actively involves and supports citizens, youth, business and labour groups, community sector groups, academic institutions and other government departments.

Moreover, not only does the OPE support government entities, partners and stakeholders to enhance their existing and future engagement practices, the OPE also models and demonstrates best practices in public engagement. This includes implementing high-profile and high-quality activities with an emphasis on youth, regional sustainability, the voluntary and non-profit sector and business-labour collaboration. There have been numerous events since October 2012, many of which are highlighted in the Shared Commitments and Additional Highlights sections of this report.

The OPE also works to promote the Government of Newfoundland and Labrador's commitment to open information, open data and open dialogue while balancing privacy concerns. Through the efforts of the ATIPP office, the OPE promotes the proactive disclosure of information and data of interest to the public while at the same time protecting the privacy of citizens. Government departments in Newfoundland and Labrador, in partnership with the OPE's ATIPP office, are committed to providing access to more government information than ever before. This is being accomplished through proactive disclosure initiatives. Since October 2012, these efforts have included the publication of restaurant inspection reports and school repairs and maintenance information on department websites, in partnership with Service NL and the

Department of Education respectively. Work also commenced in the 2012-13 fiscal year on the publication of Orders in Council and responses to requests for information under ATIPP legislation.

The OPE has continued to conduct and partner in research, knowledge transfer and evaluation efforts as these are essential to ensure high-quality involvement and informed participation of citizens, stakeholders and partners in providing evidence-informed advice to government.

Support for the OPE and its various efforts reflects the Government of Newfoundland and Labrador's broad commitment to effective public dialogue and ensuring that citizens have the information they need to provide guidance to, and inform, the development of public policy.

As of March 31, 2013, the Office of Public Engagement was comprised of 27 female and six male staff.

Ten positions are located in regional offices aligned with the nine regions of the Rural Secretariat. Regional offices are located in Carbonear, Placentia, Bonavista, Burin, New-Wes-Valley, Springdale, Corner Brook, Stephenville, Roddickton and Happy Valley-Goose Bay. Most offices are co-located with the Department of Innovation, Business and Rural Development or the College of the North Atlantic. The remaining positions are located in St. John's.

The Office of Public Engagement's 2013-14 budget is \$7.35 million.

As noted previously the following provides a report on performance of the Voluntary and Non-Profit Secretariat and the Rural Secretariat in accordance with the *Transparency and Accountability Act* and highlights the work of the OPE to March 31, 2013.

2. Report on Performance: Voluntary and Non-Profit Secretariat

The following Report on Performance is a fulfillment of the work of the Voluntary and Non-Profit Secretariat (VNPS) for the 2012-13 reporting period (April 1, 2012- March 31, 2013). The accomplishments in this section were guided by the VNPS mandate, vision and mission as outlined in the 2011-14 Business Plan. As a sub-entity of the Office of Public Engagement the VNPS's activities and commitments will be reflected in the forthcoming 2014-17 activity plan of the Office of Public Engagement.

Mandate

The mandate of the Voluntary and Non-Profit Secretariat is to enhance and support the contribution of the volunteer and non-profit sector to the well-being of all communities by:

- Strengthening the relationship and improving collaboration between the provincial government and the volunteer and non-profit sector;
- Enhancing the ability of the volunteer and non-profit sector to meet changing community needs;
- Promoting volunteerism and social enterprise;
- Facilitating the development of provincial government programs and policies which support the volunteer and non-profit sector; and
- Fostering innovative and creative collaborative approaches.

Lines of Business

Fostering Resiliency: The Voluntary and Non-Profit Secretariat works in close collaboration with community-based leaders to identify the needs and develop the supports, resources and training meant to enhance the capacity of organizations to meet changing community needs. By working to reinforce and foster the growth of these fundamentals within the community, VNPS seeks to encourage the volunteer and non-profit sector to become more resilient against periods of adversity. Fostering resiliency within the sector sets the stage for the creation of innovative solutions to tackle the challenges our communities confront as organizations more easily settle their day-to-day concerns. As resiliency is strengthened organizations can take greater advantage of opportunities to test and experiment with new ideas or approaches for the future.

Policy Advice: The Voluntary and Non-Profit Secretariat provides policy advice and expertise within government on the issues and needs in the volunteer and non-profit sector. As a policy office the Secretariat is uniquely positioned to advise government on the perspectives, key issues and contributions of the sector to our province. VNPS does this by meeting with community stakeholders, asking them to share their opinions and experiences and to identify how government and the community might work together more effectively. VNPS also provides

analysis of legislative, policy, program and service delivery matters that directly impact the volunteers, organizations and staff that make up the volunteer and non-profit sector.

Promotion and Recognition: The Voluntary and Non-Profit Secretariat uses a wide range of tools and approaches to promote, recognize, and celebrate the contributions of the thousands of volunteers, employees and organizations that make up the volunteer and non-profit sector in our province.

Vision

The vision of the Voluntary and Non-Profit Secretariat is one of a *resilient, active and valued* volunteer and non-profit sector with citizens that feel the responsibility and opportunity to contribute to their community.

Mission

By 2017 the Voluntary and Non-Profit Secretariat will have facilitated the strengthening of resiliency and capacity within the volunteer and non-profit sector, enabling the sector to meet changing community needs.

Issue One: Strengthened Relationships

Strengthened relationships between government and the volunteer and non-profit sector are essential to fulfilling the overall mission of the Voluntary and Non-Profit Secretariat. The 2011-14 business plan outlines a commitment to the development of a strategic approach to strengthening the relationship between the community sector and the provincial government. In the previous year, the VNPS pursued a number of informal and formal partnerships which should contribute to stronger communications and support for the sector's work. The dissemination of the 2012 Community Summit report and its recommendations for future action provide guidance and further solidify the Secretariat's commitment to ongoing engagement and collaboration with the sector. Ongoing communication, dialogue and engagement with the sector are key ingredients to a strengthened relationship between government and the volunteer and non-profit sector.

Goal: By March 31, 2014 the Voluntary and Non-Profit Secretariat will have implemented a strategic approach to strengthening the relationship between the volunteer and non-profit sector and the provincial government.

2012-13 Objective: By March 31, 2013, the Voluntary and Non-Profit Secretariat will have pursued the objectives of the revised Roadmap coming out of 2012 summit in collaboration with the volunteer and non-profit sector and the Provincial Government.

2012-13 Measure: Distributed and pursued objectives of the Community Summit 2012 Report (i.e. the revised Roadmap).

Indicators	Accomplishments 2012-13
Distribute the Community Summit 2012 Report	<ul style="list-style-type: none"> • VNPS distributed the Community Summit 2012 feedback report to participants by email. • The report is also publicly available for viewing on the VNPS webpage at: http://www.gov.nl.ca/vnps/publications/vnps_community_summit_2012.pdf
Pursue the directions (e.g. collaboration, process, resources, regional hubs, youth) highlighted in the Roadmap/Community Summit 2012 Report as opportunities arise involving partners from the volunteer and non-profit sector or government as applicable.	<ul style="list-style-type: none"> • Collaborated with the Community Sector Council for various events including: Volunteer Week 2012, Social Enterprise Workshop with the Executive Director of the Community Enterprises in Scotland (CEiS), and the Counterparts 2012 Interprovincial Gathering. • Continued support for regional hubs in 2012 through the Voluntary Clusters pilot projects on the Burin and Bonavista Peninsulas. • Continued support for volunteer recognition events, including the: <ul style="list-style-type: none"> ○ Ministerial participation in Volunteer Week 2012 recognition events in St. John's, Botwood, Port Union, Stephenville and Gander. ○ Provision of financial support community-based volunteer recognition events held in an additional 25 communities throughout the province. ○ Third annual URock Volunteer Awards which was held on Saturday, May 12, 2012 at the CLB Armoury. The URock Awards is a government of Newfoundland and Labrador initiative which recognizes the contributions of outstanding young volunteers or youth-led groups. Each year up to eight awards are presented to recipients in each category. ○ Memorial University's Volunteer Incentive Program (VIP) awards presentation held in the East Block of the Confederation Building. The MUN VIP awards took place Wednesday February 27th, 2013 and recognized the volunteer activities of Memorial's student body. ○ Planning and promotions for the provincial government's 2013 Volunteer Week activities.

	<ul style="list-style-type: none"> • Through a collaborative partnership with the Harris Centre and NL Stats, VNPS has entered into the final stages the province-wide survey (census) of Newfoundland and Labrador’s volunteer and non-profit sector. This census will provide the hard data and statistics needed to better communicate the role the sector plays within Newfoundland and Labrador from community building to providing essential services. This information can be further employed to improve processes aimed strengthening the sector and government programs and services that it uses. • VNPS lent support to the Community Sector Council’s Social Return on Investment (SROI) pilot project led by the Provincial Government Programs Office. The pilot project’s objective was to enhance the non-profit sector’s evaluation capacities as well as improve how the contributions of the nonprofit sector are understood and valued.
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Issue Two: Fostering Resiliency and Capacity within the Volunteer and Non Profit Sector

As a government it is essential that policy decisions are informed by accurate and reliable data and information. The community-based grants database is an internal data system that allows the Government of Newfoundland and Labrador to monitor and report on grant expenditures. As an administrator VNPS continues to work in collaboration with government departments to enhance grant application processes for both government and community-based applicants. For many departments grant application processes have been streamlined enhancing consistency and efficiencies. VNPS has trained staff in the utilization of the community-based grants system and will continue these efforts in the coming year.

Goal: By March 31, 2014 the Voluntary and Non-Profit Secretariat will have worked to foster resiliency and capacity within the volunteer and non-profit sector.

2012-13 Objective: By March 31, 2013, the Voluntary and Non-Profit Secretariat will have further supported resiliency and capacity of the sector by working with government departments and community organizations to improve the administration of government grant programs to the volunteer and non-profit sector.

2012-13 Measure: Improved the administration of government grant programs to the volunteer and non-profit sector.

Indicators	Accomplishments 2012-13
Enhance compliance with internal database on community-based grants and contributions	<ul style="list-style-type: none"> • VNPS conducts ongoing consultations with other departments with the goal to emphasize the importance and value of the system. • Government-wide data entry training continues with additional departments now actively populating the database. • To advance senior executive support for the grants database, the VNPS presented an overview of the Review of Grants and Contributions and associated the Policy Framework at the June 2012 meeting of Assistant Deputy Ministers and Executive Directors.
Continue to conduct training sessions on the community grants and contributions database	<ul style="list-style-type: none"> • Sixteen training sessions were held and 41 people trained during 2012-13. This is building upon the 19 training sessions and 65 individuals trained during 2011-12. Training sessions will continue throughout 2013-14.

Issue Three: Support the Promotion and Recognition of the Volunteer and Non-Profit Sector

Goal: By March 31, 2014 the Voluntary and Non-Profit Secretariat will have continued in its promotion and recognition of the volunteer and non-profit sector.

2012-13 Objective: By March 31, 2013, the Voluntary and Non-Profit Secretariat will have increased initiatives for recognizing and promoting outstanding organizations that encourage innovation through new ideas and new approaches in their communities.

2012-13 Measure: Increase initiatives for recognizing and promoting outstanding organizations that encourage innovation through new ideas and new approaches in their communities.

Indicators	Accomplishments 2012-13
Presentations to government departments, agencies or external audiences which demonstrate outstanding organizations and innovative practices in	<ul style="list-style-type: none"> • In May 2012, hosted a webinar on public sector social innovation presented by the CEO of NESTA, a UK-based foundation and charitable organization that helps

Indicators	Accomplishments 2012-13
communities	<p>communities bring innovative ideas to life. The webcast was promoted to the broader GNL public service and emergent policy community, which resulted in strong attendance from senior executive and staff.</p> <ul style="list-style-type: none"> • VNPS was invited to present at the August 2012 IPAC national conference on the subject of: “Not-for-profits’ Increasing Role in Service Delivery: Implications, Constraints and Opportunities.” Panelists and audience members represented an array of delegates from the academic, public and non-profit sectors. • VNPS was actively involved in the planning phase of the IPAC conference to ensure that the themes of social and private sector innovation were embedded throughout the IPAC conference program. This participation informed the inclusion of panelists from the non-profit community as well as a closing key note presentation on social entrepreneurship by the Founder and President of the <i>Roots of Empathy</i> initiative an award-winning charitable organization that offers empathy-based programming for children. http://www.rootsofempathy.org/ • In October 2012 financial assistance was provided to the Community Sector Council. This enabled them to bring in the Executive Director of the Community Enterprise in Scotland (CEiS) to deliver a one-day workshop on the growth of the social enterprise in the UK. • An additional internal session with senior level civil servants and executive was held to explore with departments opportunities and challenges in regards to social enterprise supports in the Newfoundland and Labrador context. • From November 7-9 the VNPS co-hosted the bi-ennial Counterparts Gathering, a meeting of provincial government officials and representatives from the Canadian Federation of Voluntary Sector Networks (CFVSN). Social Innovation within the Canadian and

Indicators	Accomplishments 2012-13
	<p>international context was explored in detail by guest speakers from Social Innovation Generation (SiG) and the NB Social and Economic Inclusion Corporation. SiG delivered a key note entitled: <i>New tools for solving social problems: Social Innovation and the rise of Change Labs</i>. Representatives from the New Brunswick Social and Economic Inclusion Corporation presented on the Corporation’s emergent citizen/non-profit engagement model entitled: <i>Emerging Model for Government and Non Profit Relations</i>. Both sessions were promoted and well attended by the general public and conference delegates.</p>
<p>The 2012 inter-provincial Counterparts Gathering being co-hosted by VNPS will promote and recognize the work of local organizations to other provinces</p>	<ul style="list-style-type: none"> • The Counterparts Gathering and associated jurisdictional updates provided VNPS officials with an opportunity to highlight the varied and significant contributions of Newfoundland and Labrador’s non-profit sector to provincial and territorial counterparts. • During the Counterparts Gathering, the VNPS organized an evening showcase at the Hungry Heart Café to profile a provincial example of social enterprise. The event included a highly engaging presentation on the organization’s history, the emergence of Stella Burry Community Services, and the growth of its social entrepreneurial activities as demonstrated by the Hungry Heart Café. The evening concluded with the presentation of a gourmet three course meal which was prepared by the culinary students and trainees of the Café. The event successfully profiled the innovative and entrepreneurial efforts of Newfoundland and Labrador’s non-profit community to a national audience of approximately 30 delegates.

3. Report on Performance: Rural Secretariat

The following Report on Performance summarizes the work of the Rural Secretariat for the 2012-13 reporting period. The accomplishments reported below were guided by the Rural Secretariat mandate, vision and mission as outlined in the 2011-14 Activity Plan. As a sub-entity of the Office of Public Engagement, the Rural Secretariat's activities and commitments will be reflected in the forthcoming 2014-17 activity plan of the Office of Public Engagement.

Mandate

The Rural Secretariat's mandate is to:

- Promote the well-being of rural Newfoundland and Labrador through a comprehensive and coordinated approach aimed at integrating economic, social, cultural aspects of rural and regional development.
- Act as the focal point for government to work with local and regional partners to build strong and dynamic regions and communities.
- Ensure that rural concerns are considered throughout the Provincial Government and promoted at the federal level.
- Carry out research and analysis of economic and social issues affecting rural Newfoundland and Labrador.
- Help communities and regions identify and take advantage of growth opportunities.
- Promote awareness of provincial and federal programs and services regarding rural communities.

Lines of Business

Citizen-based policy advice: The Rural Secretariat supports nine citizen-based Regional Councils, and one stakeholder-based Provincial Council, to develop policy and decision-making advice for submission to government. Typically, councils, with the support of Rural Secretariat staff, hold public engagement sessions involving citizens and/or stakeholder group representatives, and conduct community-based research activities, to inform the development of advice documents.

Collaboration: The Rural Secretariat understands that collaboration is critical for sustainability in rural Newfoundland and Labrador. The Rural Secretariat works to support existing rural collaborative processes such as partnerships. Other times they work to help convene new regional collaborative processes such as networks or alliances. The broad goal is to help build a strengthened 'culture of collaboration' in rural Newfoundland and Labrador.

Research: The Rural Secretariat collaborates with provincial partners on a number of formal research endeavors that help to improve understanding of the challenges facing, and opportunities available to, rural regions of this province. The Rural Secretariat also works directly with regional partners and councils on a host of community-based research initiatives –

small regional-level data-gathering efforts that give those involved the information and knowledge they need to effectively advise the Provincial Government on regional and rural policy issues.

Public dialogue and engagement: In addition to supporting councils to conduct public engagement efforts, the Rural Secretariat is also available to assist other Provincial Government departments to design and deliver their own public engagement initiatives. The Rural Secretariat also periodically convenes special deliberative dialogue initiatives on themes deemed to be of particular importance to the rural sustainability of this province, often in partnership with rural stakeholder groups and other government departments.

Vision

Vibrant rural regions and communities where collaborative organizations and engaged and informed citizens work closely with governments to advance rural sustainability.

Mission

By March 31, 2017, the Rural Secretariat will have worked with regional and departmental partners to improve the sustainability prospects of rural communities and regions.

Measure:

Work with partners to improve rural sustainability prospects

Indicators:

1. Supported partners to develop policy and decision making advice;
2. Supported partners in their use of innovative public engagement, collaboration and/or research methods/approaches.

Issue One: Building Internal Capacity

Ongoing capacity building is critical to achieving the mission and strategic directions (Appendix B) of the Rural Secretariat. In the 2011-14 activity plan, the Rural Secretariat committed to invest in staff training and skill development to improve overall capacity to initiate, design and deliver innovative collaboration, community-based research and public engagement initiatives, processes and projects. As collaboration and partnership brokering continues to play an important role in the Office of Public Engagement, trained staff will work to increase capacity within the organization as they share their knowledge and expertise in this area.

Goal: By March 31, 2014, the Rural Secretariat will have undertaken initiatives to improve internal capacity.

2012-13 Objective: By March 31, 2013, Regional Partnership Planners and provincial office staff will have completed training and/or participated in skill development initiatives related to collaboration-brokering.

2012-13 Measure: Trained and/or participated in development initiatives related to collaboration-brokering

Indicators	Accomplishments
<p>New staff trained in collaboration brokering (Partnership Brokering Accreditation Scheme (PBAS) Level 1)</p>	<ul style="list-style-type: none"> • In November 2012, the new Regional Partnership Planner for the Stephenville – Port aux Basques Region completed Level 1 Partnership Brokers Training. The course focused on building knowledge, insight and expertise in relation to partnership cycles and explored essential brokering skills. All Regional Partnership Planners have now completed the foundation training of the PBAS. This is a critical skill for supporting effective and meaningful collaboration, which is a key component of sound public engagement.
<p>Staff completed “Train the Trainer” (Partnership Brokering Accreditation Scheme (PBAS) Level 2)</p>	<ul style="list-style-type: none"> • May 14 to 18, 2012, two Regional Partnership Planners successfully completed the Partnership Brokers Training Course Level 2 – Training Certificate Level II, <i>Learning, Training and Transforming</i>. This Partnership Brokers Association training course equipped participants to develop and deliver partnership brokering training using Partnership Brokers Level 1 course materials. The course is intended for Partnership Brokers Training Level 1 graduates; to embed good partnership brokering competencies within their organizations and/or partnerships. The five-day residential course focused on: <ul style="list-style-type: none"> ○ Essentials of learning theory ○ Understanding individual training strengths and potential ○ Designing half-day, one-day or two-day training / capacity building courses ○ Training delivery – presentations, learning facilitation, enabling richer conversations

Indicators	Accomplishments
Staff participated in webinars delivered through the Partnership Brokering Network Canada (PBNC)	<ul style="list-style-type: none"> • In 2012-13, staff participated in three webinars delivered through PBN-Canada: <ul style="list-style-type: none"> ○ PBN-Canada 2012 Webinar Series: <i>Collaboration Evaluation</i>, delivered by the Rural Secretariat, Government of NL (June 21, 2012) ○ PBN-Canada 2012 Webinar Series: <i>Making the Case for Partnership</i>, delivered by the Partnership Brokers Association (September 20, 2012); and ○ PBN-Canada 2013 Webinar Series: <i>Brokering through a Social Innovation Lens: Intersections, Conversations and Emerging Opportunities</i>, delivered by Social Innovation Generation.

Issue Two: Communications

The Rural Secretariat recognizes the importance of effective internal/external communication. Many of the Rural Secretariat staff are located in rural areas of the province and face-to-face meetings can be both time consuming and expensive. Over the past year, the Rural Secretariat has increased its use of online technology to communicate with staff in the region. Additionally, in an effort to engage more rural stakeholders the Rural Secretariat, in collaboration with other departments/entities, has designed and delivered a number of multi-site events. The engagement events occur simultaneously in several sites across the province and are linked by various technologies including Skype, webinars and teleconferencing. The Rural Secretariat is continuously looking for innovative ways to engage the people of the province and staff have attended training sessions to explore new ways of using both polling software and online programs. As part of the OPE, staff will continue to use a variety of technologies and tools to enhance engagement sessions and increase participation, particularly in rural areas of the province.

Goal: By March 31, 2014, the Rural Secretariat will have improved internal/external communications.

2012-13 Objective: By March 31, 2013 the Rural Secretariat will have improved its communication through expanded use of technology-driven participatory communication tools/approaches.

2012-13 Measure: Improved communication through expanded use of technology-driven participatory communication tools/approaches.

Indicators	Accomplishments
<p>Multi-site events enriched and enabled through the expanded use of technology.</p>	<ul style="list-style-type: none"> • In partnership with the Department of Advanced Education and Skills, a multi-site event, <i>AES Apprenticeship Forum</i> (May 2012) was designed and conducted. Approximately 85 participants convened in three sites and discussed the current model of apprenticeship in the province and explored ways in which apprenticeship process could be more effective and efficient. The three sites were: Stephenville, Grand Falls-Windsor and Labrador City. The three sites were linked via Skype and participants used voter keypads and remote polling technology to respond to questions related to apprenticeship in the province. Discussions in small groups were facilitated and recorded, with information being instantly transmitted to RS staff who themed the comments and reported the main ideas back to participants. Multi-site events provided increased access to rural regions of the province and decreased travel time and cost. • In partnership with the Provincial Health Ethics Network Newfoundland and Labrador, a multi-site event was held to determine the impact of mandatory seasonal influenza vaccination on individuals, employees and Regional Health Authorities' duty to provide safe care to individuals (March 25, 2013). The host site was located at the Waterford Hospital in St. John's. Satellite sites were located in Clarenville, Gander, Corner Brook and Happy Valley-Goose Bay. The session was enhanced through the use of a variety of technologies coordinated and implemented by staff. Satellite sites were connected to the St. John's session via webinar as well as teleconference, thus allowing for two-way

Indicators	Accomplishments
	<p>communication between sites. Participants used voter keypads to answer various questions related to the influenza vaccination. Discussions were held in small groups and information was captured through the use of Google Docs. This allowed for the instant transmission of data from each table to staff who then themed the data and presented the main ideas back to the room (and satellite sites) minutes after the discussion. There were 81 participants.</p> <ul style="list-style-type: none"> • Cape Shore Radio was held on May 6-10, 2012, in collaboration with the Town of Branch, the Town of St. Bride’s, Fatima Academy, Tramore, Ryakuga Grassroots Communications, Three Sisters, the Branch Cultural Heritage group and Avalon Gateway Regional Development Inc. Transmitters were located in four areas (Branch, St. Bride’s, Placentia and Point Lance) to ensure the entire region was included and could tune into the broadcast. Events were held and broadcast in multiple sites over the five-day participatory communication event. Locations were linked and stories, songs and entertainment from around the region were shared via low power FM radio. Listeners from around the world could also tune in via the web as it was broadcast online for the duration of programming.
<p>Explored innovative ways of using audience response/polling keypads and software.</p>	<ul style="list-style-type: none"> • The audience response/polling keypads provide an opportunity to collect a lot of information in a short period of time and in a fun, interactive way. To continue to offer new and innovative, technology-enhanced approaches to public engagement initiatives staff sought out additional ways of using the technology to its full potential by connecting with leaders in the field. Two learning events were held with representatives of Turning Point Technologies to explore more innovative

Indicators	Accomplishments
	<p>ways of using the keypads and associated software:</p> <ul style="list-style-type: none"> ○ On September 4, 2012, provincial office staff participated in the webinar, <i>Turning Technologies – Advanced Training Session</i>. This training examined previous Rural Secretariat events and provided feedback and suggestions for more advanced and additional innovative ways of using the polling technology. As a result of this session, it was determined a more comprehensive, in-person training event would be beneficial to those involved in designing and delivering interactive, technology-assisted engagement activities. ○ On December 4, 2012, staff organized a full-day of hands-on training and invited additional members of GNL and external community partners. <i>The Turning Technologies Learning Forum</i> provided an introduction to the keypads and associated technology and explored ways to expand/enhance the use of the technology during engagement sessions. Deeper understanding of the technology and its capabilities enables staff to deliver and support more creative and innovative engagement activities.
<p>Continued and increased use of communications technology to improve internal and external communications and communications among our community partners and stakeholders.</p>	<ul style="list-style-type: none"> • In an effort to communicate in a time and cost effective manner, staff have increased the use of Microsoft Lync, an online program which incorporates voice and video calls, instant messaging, video conferencing, and online meetings. Bi-weekly staff meetings are held via Lync thus allowing all staff members, regardless of their location, to participate in regular meetings thereby reducing time and expenses associated with travel. Additionally, it allows other government departments and community partners to

Indicators	Accomplishments
	<p>connect with regional staff for work planning and/or information sharing.</p> <ul style="list-style-type: none"> • In conjunction with the Community-Based Research Capacity Building Network and Distance Education, Learning and Teaching Support (DELTS), Memorial University of Newfoundland, webinars have been organized by staff and delivered using Elluminate <i>Live!</i>®, an online program designed for live, multimedia collaboration. These Elluminate <i>Live!</i>® sessions were interactive and used to build capacity in and communicate with the organization, community partners and stakeholders. Two webinars were held in 2012-13 and were recorded for those unable to attend and later made available online. <ul style="list-style-type: none"> ○ The first session, entitled <i>Exploring Public Engagement: Principles, Practice and Ways to Strengthen our Work</i>, was held on September 27, 2012. The session was attended by 15 participants from across the province and Canada. Discussion focused on public engagement principles, approaches, techniques and tools, links between public engagement and community-based research and practical ways to enhance individual and collaborative work. ○ On March 7, 2013, a second webinar was held, entitled <i>Knowledge Democracy: Whose Knowledge Counts?</i> Thirty participants attended the session on the importance of knowledge, whose counts, how it is created, and how it leads to democratic engagement and what the links are between knowledge, justice and equality.

Issue Three: Innovation and Best Practices

The Rural Secretariat is continually striving to find new and effective ways of supporting regional partners, stakeholders and citizens committed to rural sustainability. In keeping with the Strategic Directions (Appendix C), the Rural Secretariat 2011-14 Activity plan committed to hosting and/or supporting events that model innovation and best practices in three areas: community-based research, public engagement and collaboration. This past year, the Rural Secretariat focused on innovation and best practices in public engagement.

Goal: By March 31, 2014, the Rural Secretariat will have hosted and/or supported activities that model innovation and best practices in community-based research, public engagement and collaboration.

2012-13 Objective: By March 31, 2013 the Rural Secretariat will have hosted and/or supported activities that model innovation and best practices in public engagement with emphasis on interactive technology-enhanced town hall meetings.

2012-13 Measure: Hosted and/or supported activities that model innovation and best practices in public engagement.

Indicators	Accomplishments
<p>Informed and educated partners about innovative and creative public engagement approaches and activities</p>	<ul style="list-style-type: none"> Often when working with partners on engagement sessions there is a capacity-building component. Building capacity through mentoring, co-design, co-facilitation are some ways in which the RS has assisted its partners in creating innovative and creative public engagement events. Over the past year, several partners have borrowed technology from the Secretariat and were provided with an introductory training session to the technology and offered suggestions for making their sessions more participatory and innovative. In 2012-13, technology and training support was provided to: the Newfoundland and Labrador Housing and Homelessness Network; the City of St. John's; Municipalities Newfoundland and Labrador; the Association for New Canadians; the Canadian Home Builders' Association Newfoundland and Labrador; the Newfoundland and Labrador Housing Corporation; the Institute of Public Administrators of Canada; and the College of the North Atlantic. In every case, the users reported that their sessions had been enhanced by the use of the technology and benefited from our guidance and training.

Indicators	Accomplishments
	<ul style="list-style-type: none"> • In 2012-13, staff were repeatedly requested by other government departments and external groups for advice and guidance on their public engagement activities. Support ranged from general advice and suggestions to design and delivery support to enhance their traditional consultation and public engagement activities.
<p>Modeled or demonstrated public engagement activities/events in conjunction with partners</p>	<ul style="list-style-type: none"> • In 2012-13, the Rural Secretariat has worked with partners to design and deliver approximately 40 engagement events. The following are some of the innovative engagement events/activities which occurred over the past year: <ul style="list-style-type: none"> ○ As part of a week-long participatory community radio event on Fogo Island and in partnership with Fogo Island Community Radio Committee and Ryakuga Grassroots Communications, staff designed and co-hosted a deliberative dialogue session, entitled <i>Collaboration on Fogo Island: Yesterday, Today and Tomorrow</i> (June 2012). A panel discussion preceded the dialogue and set the stage for a fruitful discussion among participants. There were approximately 20 people in the room, however, the discussion reached well beyond the room as it was broadcast live over Fogo Island Community Radio and via the web. Listeners were invited to call in, tweet, email and/or post to Facebook their comments and questions. ○ In partnership with the Department of Environment and Conservation (ENVC), Wildlife Division, eight public engagement sessions on moose management in the province were designed and delivered. Results of the sessions would be used to help inform a five-year provincial moose management plan. These engagement sessions were held in the fall of 2012 in eight locations across the province: St. John's; Clarendville; Marystown; L'Anse Aux Clair; Plum Point; Steady Brook; Port aux Basques; and Grand Falls-Windsor. Staff collaborated with ENVC to create and implement a public engagement strategy, including the development of a detailed design for the session and a discussion guide which served to inform

Indicators	Accomplishments
	<p>participants of moose-related issues in the province. There were a total of 216 participants in the eight sessions. Staff advised ENVC on ways to engage members of the public otherwise unable to attend the sessions in person. An online survey and also the collection of written submissions were the methods selected for this. Over 1,000 online surveys were completed and 68 written submissions were collected.</p> <ul style="list-style-type: none"> ○ In collaboration with the Department of Innovation, Business and Rural Development, six interactive, innovative, technology-assisted engagement sessions were designed and delivered. These sessions, held in September and October 2012, explored potential opportunities for Newfoundland and Labrador businesses in the Arctic and how the Provincial Government could support and facilitate these opportunities. Discussion questions were complimented by the use of voter keypads. There were a total of 169 participants in the following six sites: St. Anthony, St. John's, Corner Brook, Happy Valley-Goose Bay and Wabush. ○ In conjunction with the Department of Natural Resources and Model Forest Newfoundland and Labrador, a Bio Pathways Conference was held in St. John's on November 7-8, 2012. RS staff were actively involved in the planning and design of the conference. A preliminary report was written, printed and distributed to all participants as they left the conference.

4. Shared Commitments

The Office of Public Engagement recognizes that collaboration is essential to the enhancement of public engagement efforts in the province. Throughout 2012-13, the Rural Secretariat and Voluntary Non-Profit Secretariat worked with various government departments and agencies to advance common goals. The following table highlights a number of the shared projects and activities completed by the Rural Secretariat, Voluntary Non-Profit Secretariat and Office of Public Engagement.

Government Departments/Organizations	Issue/Project
Nalcor	<ul style="list-style-type: none"> Co-ordinated consultations throughout Newfoundland and Labrador with each of the Rural Secretariat Regional Councils. In the fall of 2012, eight sessions were held with nine councils in the following locations: Happy Valley-Goose Bay; St. Anthony; Corner Brook; Grand Falls-Windsor; Gander; Marystown; Clarenville; and St. John's. A briefing and information material was provided by representatives of Nalcor and feedback was provided by members of the councils on the Muskrat Falls project.
Department of Innovation, Business and Rural Development	<ul style="list-style-type: none"> The Innovation Committee of the Strategic Partnership, Office of Public Engagement (OPE), in partnership with the Newfoundland and Labrador Environmental Industries Association (NEIA), the Department of Innovation, Business and Rural Development (IBRD) and the Office of Climate Change, Energy Efficiency and Emissions Trading (CCEET), sponsored a day of dialogue on "Regional Opportunities in the Green Economy". The event was attended by 75 people including participants, facilitators and recorders from industry, academia, community, government and other sectors. The event was designed to provide stakeholders with the opportunity to network and contribute to discussions regarding regional opportunities in the green economy. The dialogue session resulted in a number of opportunities and challenges being identified, as well as ways to overcome these challenges and move opportunities forward.

Government Departments/Organizations	Issue/Project
Status of Women's Council and the Women's Policy Office	<ul style="list-style-type: none"> • Provided design and delivery support to for the one-day conference, <i>Ovations</i> (January 2013), which examined issues for women in leadership. OPE staff played a key role in enhancing audience participation through question design and the use of voter response technology.
Policy Capacity Division, Cabinet Secretariat	<ul style="list-style-type: none"> • Worked with the Policy Capacity Division, Cabinet Secretariat, to design and deliver five interactive workshops for policy professionals both internal and external to government. Ten workshops (two on each topic) were held throughout December 2012 and January 2013 and 283 policy professionals participated. Workshop topics included: effective consultation and engagement in public policy development; grounded and reflective policy; implementation, monitoring and evaluation in policy development; informed decision-making; and consistency and quality in the policy development process. OPE staff, in collaboration with the Policy Capacity Division, developed polling and discussion questions; co-facilitated each workshop; provided technology and technology support; and led and/or assisted training sessions for table facilitators and recorders.
Municipal Affairs	<ul style="list-style-type: none"> • Worked with Municipal Affairs to design and deliver an interactive, technology-assisted engagement session (October 2012). The session was designed to gather information to inform and direct strategies in preparation for the 2013 municipal elections. • Provided feedback to Municipal Affairs on how to better engage youth in the upcoming municipal elections. This feedback led to a new youth section on the Department of Municipal Affairs' website: http://www.ma.gov.nl.ca/makeyourmarknl/index.html
URock Volunteer Award Selection Board	<ul style="list-style-type: none"> • Supported the independent URock Volunteer Award Selection Board to assist with that group's work to review nominations and select recipients for the 2012 URock Volunteer Awards.

Government Departments/Organizations	Issue/Project
NL Statistics Agency and The Harris Center, Memorial University	<ul style="list-style-type: none"> Partnered with the Newfoundland and Labrador Statistics Agency (NLSA), and the Harris Center to design the methodology and survey instrument for the forthcoming census of Newfoundland and Labrador’s non-profit sector. The census will provide the Government of Newfoundland and Labrador with accurate and reliable data on the size, mandate, budget, training capacity and employment base of the province’s non-profit sector. This work is in follow up to one the goals developed at the 2010 Community Priorities Summit.
Office of the Chief Information Officer	<ul style="list-style-type: none"> Continued to lead the development of the grants management database in close partnership with the Office of the Chief Information Officer (OCIO). This database provides those public servants involved in the grants process across government with cross-departmental information and tracking on the approvals process. This initiative reflects government commitments found within our mandate to improve the grants process. This initiative also contributes to the strategic direction of formalizing a policy and program framework supportive of the sector.
Government-wide	<ul style="list-style-type: none"> As central agencies VNPS and Rural Secretariat work to ensure community and stakeholder engagement into provincial public policy, sharing responsibility with its partners in the Women’s Policy Office, Disability Policy Office, Poverty Reduction Strategy, Office of Aging and Seniors and other departments and agencies as required. Worked with government departments to identify records that can be disclosed to the public through the government’s proactive disclosure initiative.
Department of Education	<ul style="list-style-type: none"> Worked in conjunction with the Department of Education’s Career Education curriculum in the delivery of it’s <i>Getting the Message Out</i> program. A number of high schools on the west coast were visited by the GMO interns and provided with information on entrepreneurship in Newfoundland and Labrador.

Government Departments/Organizations	Issue/Project
Center for Learning and Development	<ul style="list-style-type: none"> Worked with the Centre for Learning and Development to create a new online ATIPP training module which will reflect amendments made to the Act in 2012. This new module will provide public body employees with comprehensive knowledge of their responsibilities concerning access to information and the protection of personal information that their public bodies collect, use and disclose.

5. Additional Highlights

On October 19, 2012, the Honourable Kathy Dunderdale, Premier of Newfoundland and Labrador, announced the creation of the Office of Public Engagement. The Office brought together a number of existing entities of the Government of Newfoundland and Labrador (GNL): the Rural Secretariat, the Voluntary and Non-Profit Secretariat, the Office of Youth Engagement, the Strategic Partnership, and the Access to Information and Protection of Privacy Office (ATIPP). In addition to the points raised in Sections 2 and 3, the following section highlights some key activities of the Office of Public Engagement from October 19, 2012 to March 31, 2013.

- The ATIPP Office has been actively advancing a new proactive disclosure initiative, which involves identifying and posting key government information online. The ATIPP office has worked with government departments to determine what types of information are of interest to the people of this province. While this initiative continues into the new fiscal year, it has already resulted in the release of information including the Department of Education's school repairs information and Service NL's restaurant inspection reports.
- Along with the new proactive disclosure initiative, the ATIPP Office continued to assist over 450 public bodies that fall under the ATIPP Act. This was accomplished with the revision of a privacy manual and breach protocol procedures along with continued training for ATIPP Coordinators and public body employees. Assistance was also provided to public bodies in completing preliminary privacy impact assessments for new or changing programs and services.
- Since 2006, the Strategic Partnership, in partnership with the Harris Centre, has provided funding for student research at Memorial University of Newfoundland (MUN). Currently, project funding is available to graduate students as a research grant valued at \$5,000. The current round of funding was awarded in December 2012. The selected projects are:
 - Roman Lukyanenko, Faculty of Business Administration
Promoting participation of rural Newfoundland youth and seniors in online citizen science
 - Peter Wilton, Faculty of Medicine, Community Health
An evaluation and comparison of an online and in-person public engagement framework in Central Newfoundland
 - Emily Doyle, Faculty of Medicine, Community Health
School gardens: Benefits and sustainability for rural environments

- Stephanie Sodero, Faculty of Arts, Sociology
Hurricanes as revealing areas of resilience and vulnerability in transport networks: The case of Hurricane Igor
- Organized and were part of a subcommittee to lead the youth component of the Newfoundland and Labrador Environmental Industry Association (NEIA) conference <http://neia.org/newleef/>
- Continued to support the work of the 24 Community Youth Networks (CYN) throughout the province. Planning commenced for a meeting of the Executive Directors in May, 2013.
- Partnered with the Department of Geography, Memorial University of Newfoundland and the Environmental Policy Institute on a number of community-based research projects including the following:
 - In the fall of 2012, the Avalon Peninsula Regional Council partnered with the Department of Geography, Memorial University to conduct a community-based research initiative on rural immigration.
 - In the summer of 2012, the Grand Falls-Windsor – Baie Verte – Harbour Breton Regional Council initiated research on current and potential issues surrounding land use planning in Central Newfoundland. Also, the researchers planned to ask residents and stakeholders to prioritize the issues that were identified and offer potential solutions or resolutions.
 - Partnered with Grenfell Campus, MUN, on a national study *Canadian Regional Development: A Critical Review of Theory, Practice and Potentials*; specifically the RS was involved on the theme of innovation and rural areas, focusing on interviews with business, government officials and support agencies on the state of innovation on the Northern Peninsula.
- Designed and facilitated an engagement session which took place during a Harris Centre Regional Workshop in Port aux Basques (April 2012). The session was held to identify barriers to volunteering and explored ways to overcome these barriers to improve volunteerism in the province.
- Partnered with the Harris Centre and Grenfell Campus, MUN, on Advancing Innovation in Newfoundland and Labrador, a series of roundtables on the state of innovation in rural regions of the province. The OPE is a part of the advisory committee and the research team.
- Worked with Grenfell Campus, MUN to design and deliver an interactive engagement session, *Respectful Workplace Engagement Session* (November 2012).

Polling technology and roundtable discussions were used to gather information from Grenfell Campus faculty and staff and to identify actionable items.

- Partnered with Grenfell Campus, MUN and the City of Corner Brook to plan the *CU Expo 2013: Engaging Shared Worlds*. CU Expo is a Canadian-led international conference. It is held every two years and is designed to showcase best practices in community-university partnerships and to highlight and create innovative collaboration opportunities. Rural Secretariat staff co-led the Planning Committee, Engagement Committee and the Steering Committee. Although the event is not taking place until June 2013, much of the planning occurred in 2012-13, including: location logistics, call for proposals, proposal review and selection, keynote speaker selection, program design, social events and site visits, and engagement fair. For more information, visit the CU Expo 2013 website at <http://cuexpo2013.ca/Pages/default.aspx>
- Partnered with College of the North Atlantic Burin Campus on a community-based research project related to assessing the impact of large research projects on smaller rural communities. Lord's Cove is host to a large project related to using wave energy to support on-land aquaculture and the project explored local attitudes towards the research and how local involvement could lead to related development opportunities.
- Partnered with College of the North Atlantic (CNA) to ensure community partners could attend CU Expo 2013 in Corner Brook. The CNA supported community engagement efforts throughout 2012-13 in preparation of the June 2013 conference.
- In March 2013, partnered with the CNA's graphic design program in the design of the eight unique awards for the 2013 URock Volunteer Awards.
- Played a key role in designing and facilitating an engagement session with the Burin Peninsula Youth Protocol Committee. The session was designed to collect information from youth on the key issues they feel they are facing in the region. The information gathered from the session was used by the committee to help guide its work plan.
- Continued to partner with Memorial University's Student Volunteer Bureau in its annual recognition event for student volunteers held annually in the lobby of Confederation Building.
- On February 12, 2013, partnered with the Newfoundland and Labrador Housing and Homelessness Network on the annual Community Pancake Breakfast fundraiser held

in the Confederation Building's West Block cafeteria. The event is part of a multi-site community based initiative which also raises awareness and funds to support local homelessness initiatives.

- Worked in partnership with Provincial Government Programs and the Community Sector Council on the Social Return on Investment (SROI) pilot project. A total of 13 community-based organizations participated in the pilot. Findings from the pilot included: an improved capacity to demonstrate the social and economic value generated through their organization's efforts as well as strengthened capacities in research design, data collection and evaluation.
- In preparation for Volunteer Week 2013, the Office of Public Engagement commenced the development of the Youth Volunteer Info Kit to provide relevant resources and links to information on volunteerism and community involvement: <http://www.gov.nl.ca/vnps/youth/index.html>

6. Looking Forward

In order to enhance the practice of public engagement in this province the OPE will research and implement new practices in engagement of rural communities, labour, business, the community sector and youth in order to ensure citizens are informed and their input is utilized in guiding public policy and decision making. The OPE will provide opportunities for citizens and stakeholders to become more knowledgeable about ongoing government activities and initiatives by providing leadership to all government departments and agencies in their proactive disclosure of information of interest to the public. In the case of data sets held within the provincial government, the OPE will identify what is held by departments, engage citizens and stakeholders on priorities and actively work to make these priority data sets available. Through these measures the OPE will advance the practice of public engagement and ensure citizens are informed about government activities and have access to priority data sets held by government departments.

7. Financial Summary

Expenditure and revenue figures included in this document are un-audited and based on public information provided in the Report on the Program Expenditures and Revenues of the Consolidated Revenue Fund for the Year End 31 March 2013. Audited financial statements are a requirement at the government level and are made public through the Public Accounts process; however the Office of Public Engagement is not required to provide a separate audited financial statement. The budgets of ATIPP, Office of Youth Engagement, Getting the Message Out Program and Strategic Partnership were not consolidated as of March 31, 2013.

RURAL SECRETARIAT	Department Original Budget 2012-13	GL Operating Budget 2012-13	Actual 2012-13
Salaries	1,291,500	1,291,500	1,238,583
Employee Benefits	7,400	9,900	606
Travel & Communication	265,700	262,600	201,658
Supplies	41,300	43,300	28,555
Professional Services	125,000	125,000	124,844
Purchased Services	100,000	97,000	81,215
Property, Furnishings & Equipment	10,800	12,900	12,666
Total Expenditure	1,837,700	1,837,700	1,687,824

Financial Breakdown by Region:

	Avalon Peninsula Budget 2012-13	Avalon Peninsula Expenditures
Transportation & Communication	26,310	20,885
Supplies	5,000	2,200
Purchased Services	3,000	1,230
Total Budgeted	34,310	24,315

	Burin Peninsula Budget 2012-13	Burin Peninsula Expenditures
Transportation & Communication	12,720	10,025
Supplies	2,500	535
Purchased Services	3,000	1,805
Total Budgeted	18,220	12,365

	Clarenville - Bonavista Budget 2012-13	Clarenville - Bonavista Expenditures
Transportation & Communication	12,270	11,630
Supplies	2,500	740
Purchased Services	3,000	1,805
Total Budgeted	18,220	13,090

	Gander – New-Wes-Valley Budget 2012-13	Gander – New-Wes-Valley Expenditures
Transportation & Communication	16,320	13,545
Supplies	2,500	1,210
Purchased Services	7,100	6,315
Total Budgeted	25,920	21,070

	Grand Falls-Windsor – Baie Verte – Hr Breton Budget 2012-13	Grand Falls-Windsor – Baie Verte – Hr Breton Expenditures
Transportation & Communication	28,320	17,795
Supplies	2,500	1,210
Purchased Services	9,240	7,780
Total Budgeted	40,060	26,720

Note: New Regional Planner started January 2012	Stephenville – Port aux Basques Budget 2012-13	Stephenville – Port aux Basques Expenditures
Transportation & Communication	16,720	13,560
Supplies	2,500	765
Purchased Services	7,350	7,146
Total Budgeted	26,570	21,471

	Corner Brook – Rocky Harbour Budget 2012-13	Corner Brook – Rocky Harbour Expenditures
Transportation & Communication	18,320	12,765
Supplies	2,500	620
Purchased Services	3,000	932
Total Budgeted	23,820	14,317

	St. Anthony – Port au Choix Budget 2012-13	St. Anthony – Port au Choix Expenditures
Transportation & Communication	16,220	9,810
Supplies	2,500	360
Purchased Services	9,000	6,200
Total Budgeted	27,720	16,370

	Labrador Budget 2012-13	Labrador Expenditures
Transportation & Communication	43,320	18,457
Supplies	2,500	0
Purchased Services	3,000	0
Total Budgeted	48,820	18,457

VOLUNTARY NON-PROFIT SECRETARIAT	Department Original Budget 2012-13	GL Operating Budget 2012-13	Actual 2012-13
Salaries	512,500	512,500	510,727
Employee Benefits	3,000	6,100	5,707
Travel & Communication	58,800	58,800	28,226
Supplies	10,000	10,000	6,708
Professional Services	5,000	23,300	23,198
Purchased Services	110,200	88,300	22,135
Property, Furnishings & Equipment	2,700	3,200	3,099
Grants	100,000	100,000	98,194
Total Expenditure	802,200	802,200	697,994

Appendix A: Strategic Directions (Voluntary and Non-Profit Secretariat)

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 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 directions related to the Voluntary and Non-Profit Secretariat are provided below. Each strategic direction is comprised of a number of components, or focus areas. These focus areas will be addressed through the various planning processes of the Secretariat. As indicated in the table below, some have been addressed in this Business Plan while others are addressed in the operational or work planning processes.

Title: Volunteer and Non-Profit Sector

Outcome Statement: Stronger relationship between government and the voluntary and non-profit sector.

Components of Strategic Direction	This Direction is addressed:			
	In the entity's Business Plan	In the entity's operational plan	In a work plan for the entity	Applicable to other entities reporting to the Minister
1. Formalizing a policy and program framework in strengthening and supporting the community-based sector			X	
2. Enhance the development of social economy enterprises		X		

3. Recognize the work of community volunteers	X			
4. Produce a scope of work document to set the terms for an initiative to strengthen the relationship between government and the volunteer sector	X			
5. Work with the third sector on measures to enhance employment stability for organizational staff		X		

Appendix B: Strategic Directions (Rural Secretariat)

Strategic Directions

1. Title: Rural Newfoundland and Labrador

Outcome Statement: A sustainable rural Newfoundland and Labrador.

Clarifying Statement: This outcome requires systemic intervention by the Rural Secretariat in the areas of:

- Citizen-based policy advice
- Public dialogue and engagement
- Collaboration
- Research

Focus Areas/Components of the Strategic Direction	This Direction is:			
	to be addressed by entities reporting to the department	addressed in the department's activity plan	addressed in the department's operational plan	addressed in the branch/divisional work plans of the entity
1. Citizen-based policy advice		X		
2. Public dialogue and engagement		X		
3. Collaboration		X		
4. Research		X		

Appendix C: Newfoundland & Labrador Youth Advisory Council

The Youth Advisory Committee (the Committee) was established in June 2001 to serve as a forum for the youth of the province to voice their views and concerns and increase youth involvement in the Provincial Government's decision-making process.

Responsibility for the Committee, which is a Category 3 entity under the *Transparency and Accountability Act*, was transferred from the Minister of Advanced Education and Skills to the Minister responsible for the Office of Public Engagement upon the creation of the OPE.

A key role for the Committee was to advise Provincial Government departments responsible for youth-related programs and policies. A new model for youth engagement is presently being configured that will provide new ways to reach more youth through various means including social media.

For this reason the Committee did not meet in 2012-13 and no annual report on its activities was prepared.



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