

MANAGEMENT BOARD SECRETARIAT

SUMMARY

Management Board Secretariat (MBS) delivers quality centralized services and provides ministries with leadership, policies, standards and solutions for their management of government resources (people, money, realty, information and information technology, and government records).

Accrual 2004-05 Estimates	PROGRAMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
\$		\$	\$	\$
OPERATING				
38,938,046	Ministry Administration Program	(9,630,566)	48,568,612	42,243,070
56,996,000	Realty Services Program	(9,351,500)	66,347,500	68,481,547
999,553,900	Corporate Controllershship Program	(999,267,655)	1,998,821,555	17,507,542
88,831,700	Information and Information Technology Program	5,084,700	83,747,000	111,074,699
44,499,000	Shared Services Program	3,289,600	41,209,400	55,731,906
10,752,700	Archives of Ontario Program	966,500	9,786,200	9,780,839
559,100,000	Employee and Pensioner Benefits (Government Contribution) Program	276,708,800	282,391,200	119,624,621
47,627,900	Centre for Leadership and Human Resource Management Program	607,255	47,020,645	43,222,664
1,846,299,246	Ministry Total Operating	(731,592,866)	2,577,892,112	467,666,888
-	Less: Special Warrants	(874,222,806)	874,222,806	-
693,246	Less: Statutory Appropriations	(16,366)	709,612	293,228
1,845,606,000	< TOTAL OPERATING TO BE VOTED	142,646,306	1,702,959,694	467,373,660
1,846,299,246	Ministry Total Operating	(731,592,866)	2,577,892,112	
(93,750,000)	Net Consolidation Adjustment - Ontario Realty Corporation	(31,464,000)	(62,286,000)	
1,752,549,246	TOTAL INCLUDING CONSOLIDATION AND OTHER ADJUSTMENTS	(763,056,866)	2,515,606,112	

**MANAGEMENT BOARD SECRETARIAT
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Accrual 2004-05 Estimates	PROGRAMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
\$		\$	\$	\$
OPERATING				
Assets				
1,000	Corporate Controllership Program	1,000	-	-
1,000	Information and Information Technology Program	1,000	-	-
1,000	Shared Services Program	1,000	-	-
<u>3,000</u>	Ministry Total Assets	<u>3,000</u>	<u>-</u>	<u>-</u>
<u>3,000</u>	< TOTAL ASSETS TO BE VOTED	<u>3,000</u>	<u>-</u>	<u>-</u>

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Accrual 2004-05 Estimates	PROGRAMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
\$		\$	\$	\$
CAPITAL				
29,302,400	Realty Services Program	19,644,700	9,657,700	32,660,000
1,200,000	Corporate Controllership Program	200,000	1,000,000	-
5,000,000	Information and Information Technology Program	500,000	4,500,000	3,449,483
-	Archives of Ontario Program	(1,000)	1,000	45,508
<u>35,502,400</u>	Ministry Total Capital	<u>20,343,700</u>	<u>15,158,700</u>	<u>36,154,991</u>
-	Less: Special Warrants	(11,842,800)	11,842,800	-
<u>35,502,400</u>	< TOTAL CAPITAL TO BE VOTED	<u>32,186,500</u>	<u>3,315,900</u>	<u>36,154,991</u>
35,502,400	Ministry Total Capital	20,343,700	15,158,700	
(48,150,000)	Net Consolidation Adjustment - Ontario Realty Corporation	(48,150,000)	-	
<u>(12,647,600)</u>	TOTAL INCLUDING CONSOLIDATION AND OTHER ADJUSTMENTS	<u>(27,806,300)</u>	<u>15,158,700</u>	

MANAGEMENT BOARD SECRETARIAT

MINISTRY ADMINISTRATION PROGRAM :

Ministry Administration Program provides operational services, planning and results monitoring to assist the Ministry's Divisions in achieving their business goals.

VOTE and item	Accrual 2004-05 Estimates	VOTE AND ITEMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
	\$		\$	\$	\$
1801		MINISTRY ADMINISTRATION PROGRAM			
OPERATING					
1	38,889,800	Ministry Administration	(9,377,300)	48,267,100	41,821,380
S	36,057	Minister's Salary, the <i>Executive Council Act</i> ..	-	36,057	35,005
S	12,189	Parliamentary Assistant's Salary, the <i>Executive Council Act</i>	-	12,189	11,834
-	-	Minister Without Portfolio Salary, the <i>Executive Council Act</i>	(16,366)	16,366	15,889
-	-	Minister without Portfolio	(236,900)	236,900	358,962
	38,938,046	Total Operating	(9,630,566)	48,568,612	42,243,070
	-	Less: Special Warrants	(23,510,200)	23,510,200	-
	48,246	Less: Statutory Appropriations	(16,366)	64,612	62,728
	<u>38,889,800</u>	Amount to be Voted	<u>13,896,000</u>	<u>24,993,800</u>	<u>42,180,342</u>

- NOTES -

MANAGEMENT BOARD SECRETARIAT

REALTY SERVICES PROGRAM :

The Realty Services Program provides strategic real estate management, on behalf of the Government of Ontario and its ministries, by setting policy and standards, negotiating and administering service contracts, and selling surplus properties. The program ensures optimum use of the province's real estate assets and provision of cost-effective design, construction, leasing and property management services in support of ministry and agency program needs.

VOTE and item	Accrual 2004-05 Estimates	VOTE AND ITEMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
	\$		\$	\$	\$
1802		REALTY SERVICES PROGRAM			
OPERATING					
1	56,852,000	Realty Services	(9,351,500)	66,203,500	68,481,547
S	144,000	Bad Debt Expense, the <i>Financial Administration Act</i>	-	144,000	-
	<u>56,996,000</u>	Total Operating	<u>(9,351,500)</u>	<u>66,347,500</u>	<u>68,481,547</u>
	-	Less: Special Warrants	(33,173,700)	33,173,700	-
	144,000	Less: Statutory Appropriations	-	144,000	-
	<u>56,852,000</u>	Amount to be Voted	<u>23,822,200</u>	<u>33,029,800</u>	<u>68,481,547</u>
CAPITAL					
2	29,302,400	Realty Services	19,644,700	9,657,700	32,660,000
	<u>29,302,400</u>	Total Capital	<u>19,644,700</u>	<u>9,657,700</u>	<u>32,660,000</u>
	-	Less: Special Warrants	(8,691,900)	8,691,900	-
	<u>29,302,400</u>	Amount to be Voted	<u>28,336,600</u>	<u>965,800</u>	<u>32,660,000</u>

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MANAGEMENT BOARD SECRETARIAT

STANDARD ACCOUNTS CLASSIFICATION

OPERATING		\$	CAPITAL		\$
Realty Services (1802-1)			Realty Services (1802-2)		
Services		56,852,000	Services		22,662,400
		<u>56,852,000</u>	Transfer payments		
Statutory Appropriations			Realty Transactions		<u>6,640,000</u>
Other transactions					<u>29,302,400</u>
Bad Debt Expense, the <i>Financial</i>			Total Capital for Realty Services Program		<u><u>29,302,400</u></u>
<i>Administration Act</i>		144,000			
		<u>144,000</u>			
Total Operating for Realty Services Program		<u><u>56,996,000</u></u>			

MANAGEMENT BOARD SECRETARIAT

CORPORATE CONTROLLERSHIP PROGRAM :

The Corporate Controllership Program supports Management Board of Cabinet by providing leadership to ministries and agencies to achieve the Government's agenda. It determines the most appropriate use of public resources through setting, monitoring and adjusting government's resources and by setting standards, policies and strategies to meet corporate objectives. The program also provides internal audit services to all ministries, corporate emergency management and security direction and implementation, contingency funding for employee severance costs and the costs of other corporate initiatives.

VOTE and item	Accrual 2004-05 Estimates	VOTE AND ITEMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
	\$		\$	\$	\$
1803		CORPORATE CONTROLLERSHIP PROGRAM			
OPERATING					
1	16,460,500	Business and Resource Planning and Monitoring	2,726,082	13,734,418	10,412,856
2	4,936,700	Integrated Internal Audit Services	799,300	4,137,400	4,310,559
7	13,156,700	Strategic Policy and Emergency Management and Security	(6,292,937)	19,449,637	2,784,127
5	965,000,000	Contingencies	(996,500,100)	1,961,500,100	-
	999,553,900	Total Operating	(999,267,655)	1,998,821,555	17,507,542
	-	Less: Special Warrants	(410,221,656)	410,221,656	-
	999,553,900	Amount to be Voted	(589,045,999)	1,588,599,899	17,507,542
Assets					
8	1,000	Transmission Corridor Transfer Project	1,000	-	-
	1,000	Total Assets	1,000	-	-
	1,000	Amount to be Voted	1,000	-	-
CAPITAL					
6	1,200,000	Emergency Management and Security	200,000	1,000,000	-
	1,200,000	Total Capital	200,000	1,000,000	-
	-	Less: Special Warrants	(900,000)	900,000	-
	1,200,000	Amount to be Voted	1,100,000	100,000	-

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MANAGEMENT BOARD SECRETARIAT

STANDARD ACCOUNTS CLASSIFICATION

OPERATING		\$	CAPITAL		\$
Business and Resource Planning and Monitoring (1803-1)			Emergency Management and Security (1803-6)		
Salaries and wages	6,992,100		Services	1,200,000	
Employee benefits	1,005,400			<u>1,200,000</u>	
Transportation and communication	93,400		Total Capital for Corporate Controllership Program		<u>1,200,000</u>
Services	8,213,600				
Supplies and equipment	156,000				
	<u>16,460,500</u>				
Integrated Internal Audit Services (1803-2)					
Salaries and wages	14,252,500				
Employee benefits	2,019,600				
Transportation and communication	554,900				
Services	1,756,100				
Supplies and equipment	215,100				
	<u>18,798,200</u>				
Less: Recoveries	<u>13,861,500</u>				
	<u>4,936,700</u>				
Strategic Policy and Emergency Management and Security (1803-7)					
Salaries and wages	3,446,300				
Employee benefits	707,800				
Transportation and communication	76,800				
Services	8,866,300				
Supplies and equipment	59,500				
	<u>13,156,700</u>				
Contingencies (1803-5)					
Other transactions	965,000,000				
	<u>965,000,000</u>				
Total Operating for Corporate Controllership Program		<u>999,553,900</u>			
Assets					
Transmission Corridor Transfer Project (1803-8)		\$			
Deposits and prepaid expenses	1,000				
	<u>1,000</u>				
Total Assets for Corporate Controllership Program		<u>1,000</u>			

MANAGEMENT BOARD SECRETARIAT

INFORMATION AND INFORMATION TECHNOLOGY PROGRAM :

The Office of the Corporate Chief Information Officer (OCCIO), in co-operation with the Information and Information Technology (I&IT) clusters, provides leadership for the I&IT in government including policy and implementation for common infrastructure, governance and accountability, identification of new technology solutions and innovations and delivery of cost-effective I&IT services, leadership development, corporate procurement and leading the transformation to electronic government (e-Government). OCCIO manages and delivers a wide range of OPS-wide common services such as computer processing and network facilities supporting large government applications.

VOTE and item	Accrual 2004-05 Estimates	VOTE AND ITEMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
	\$		\$	\$	\$
1804		INFORMATION AND INFORMATION TECHNOLOGY PROGRAM			
OPERATING					
1	28,218,300	Information and Information Technology Policy	(1,051,700)	29,270,000	18,545,834
2	6,517,100	Information and Information Technology Solutions	1,197,000	5,320,100	18,746,682
3	54,096,300	Information and Information Technology Services	4,939,400	49,156,900	73,782,183
	88,831,700	Total Operating	5,084,700	83,747,000	111,074,699
	-	Less: Special Warrants	(66,997,600)	66,997,600	-
	88,831,700	Amount to be Voted	72,082,300	16,749,400	111,074,699
Assets					
5	1,000	Information and Information Technology Services	1,000	-	-
	1,000	Total Assets	1,000	-	-
	1,000	Amount to be Voted	1,000	-	-
CAPITAL					
4	5,000,000	Information and Information Technology Services	500,000	4,500,000	3,449,483
	5,000,000	Total Capital	500,000	4,500,000	3,449,483
	-	Less: Special Warrants	(2,250,000)	2,250,000	-
	5,000,000	Amount to be Voted	2,750,000	2,250,000	3,449,483

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MANAGEMENT BOARD SECRETARIAT

STANDARD ACCOUNTS CLASSIFICATION

OPERATING		CAPITAL	
Information and Information Technology Policy (1804-1)	\$	Information and Information Technology Services (1804-4)	\$
Salaries and wages	12,666,900	Services	5,000,000
Employee benefits	1,498,100		<u>5,000,000</u>
Transportation and communication	263,100	Total Capital for Information and Information Technology Program	<u><u>5,000,000</u></u>
Services	13,397,400		
Supplies and equipment	392,800		
	<u>28,218,300</u>		
Information and Information Technology Solutions (1804-2)			
Salaries and wages	3,109,700		
Employee benefits	434,400		
Transportation and communication	102,500		
Services	2,814,300		
Supplies and equipment	56,200		
	<u>6,517,100</u>		
Information and Information Technology Services (1804-3)			
Salaries and wages	29,882,600		
Employee benefits	4,046,900		
Transportation and communication	50,509,500		
Services	74,354,600		
Supplies and equipment	13,568,900		
	172,362,500		
Less: Recoveries	118,266,200		
	<u>54,096,300</u>		
Total Operating for Information and Information Technology Program	<u><u>88,831,700</u></u>		
Assets			
Information and Information Technology Services (1804-5)	\$		
Deposits and prepaid expenses	1,000		
	<u>1,000</u>		
Total Assets for Information and Information Technology Program	<u><u>1,000</u></u>		

MANAGEMENT BOARD SECRETARIAT

SHARED SERVICES PROGRAM :

The Shared Services Bureau delivers enterprise-wide internal business support services to the Ontario Public Service. Major lines of business include financial processing, collections, payroll processing, benefit administration services, strategic procurement services, general administrative services such as information management, translation, mail and print services, surplus assets and distribution, risk management and insurance services, and the operation of enterprise-wide corporate information systems (CORPAY, WIN, and IFIS).

VOTE and item	Accrual 2004-05 Estimates	VOTE AND ITEMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
	\$		\$	\$	\$
1805		SHARED SERVICES PROGRAM			
OPERATING					
1	43,997,000	Business Services	3,288,600	40,708,400	55,501,406
5	1,000	General and Roads Liability Protection Program	1,000	-	-
S	501,000	Payments to private sector collection agencies, the <i>Financial Administration Act</i>	-	501,000	230,500
	44,499,000	Total Operating	3,289,600	41,209,400	55,731,906
	-	Less: Special Warrants	(25,150,910)	25,150,910	-
	501,000	Less: Statutory Appropriations	-	501,000	230,500
	43,998,000	Amount to be Voted	28,440,510	15,557,490	55,501,406
Assets					
4	1,000	Business Services	1,000	-	-
	1,000	Total Assets	1,000	-	-
	1,000	Amount to be Voted	1,000	-	-

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MANAGEMENT BOARD SECRETARIAT

STANDARD ACCOUNTS CLASSIFICATION

OPERATING		Assets	
Business Services (1805-1)	\$	Business Services (1805-4)	\$
Salaries and wages	67,034,200	Deposits and prepaid expenses	1,000
Employee benefits	8,768,600		1,000
Transportation and communication	16,128,400		1,000
Services	30,145,100		1,000
Supplies and equipment	3,563,900		1,000
	<u>125,640,200</u>		
Less: Recoveries	81,643,200		
	<u>43,997,000</u>		
<i>Business Services</i>	\$		
Salaries and wages	60,455,500		
Employee benefits	7,857,100		
Transportation and communication	11,300,000		
Services	29,658,700		
Supplies and equipment	3,400,000		
	<u>112,671,300</u>		
Less: Recoveries from other Activities	69,123,900		
	<u>43,547,400</u>		
<i>Strategic Procurement</i>	\$		
Salaries and wages	6,578,700		
Employee benefits	911,500		
Transportation and communication	4,828,400		
Services	486,400		
Supplies and equipment	163,900		
	<u>12,968,900</u>		
Less: Recoveries from other activities	12,519,300		
	<u>449,600</u>		
Statutory Appropriations			
Services			
Payments to private sector collection agencies, the <i>Financial Administration Act</i>			
	501,000		
	<u>501,000</u>		
General and Roads Liability Protection Program (1805-5)			
Salaries and wages	509,800		
Employee benefits	77,800		
Transportation and communication	10,200		
Services	14,702,300		
Supplies and equipment	10,200		
	<u>15,310,300</u>		
Less: Recoveries	15,309,300		
	<u>1,000</u>		
Total Operating for Shared Services Program	<u><u>44,499,000</u></u>		

MANAGEMENT BOARD SECRETARIAT

ARCHIVES OF ONTARIO PROGRAM :

The Archives of Ontario provides corporate leadership in the management and preservation of information critical to effective, efficient and accountable government and promotes public access to Ontario's documentary memory. The Archives of Ontario performs three integrated functions supporting responsible stewardship of the Government of Ontario's art and information assets: Corporate Information Management, Collections Management and Development, and Client Services.

VOTE and item	Accrual 2004-05 Estimates	VOTE AND ITEMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
	\$		\$	\$	\$
1806		ARCHIVES OF ONTARIO PROGRAM			
OPERATING					
1	10,752,700	Archives of Ontario	966,500	9,786,200	9,780,839
	10,752,700	Total Operating	966,500	9,786,200	9,780,839
	-	Less: Special Warrants	(4,893,100)	4,893,100	-
	<u>10,752,700</u>	Amount to be Voted	<u>5,859,600</u>	<u>4,893,100</u>	<u>9,780,839</u>
CAPITAL					
-	-	Archives of Ontario	(1,000)	1,000	45,508
	-	Total Capital	(1,000)	1,000	45,508
	-	Less: Special Warrants	(900)	900	-
	<u>-</u>	Amount to be Voted	<u>(100)</u>	<u>100</u>	<u>45,508</u>

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MANAGEMENT BOARD SECRETARIAT

STANDARD ACCOUNTS CLASSIFICATION**OPERATING**

Archives of Ontario (1806-1)	\$
Salaries and wages	4,936,100
Employee benefits	755,200
Transportation and communication	170,000
Services	5,123,700
Supplies and equipment	300,000
Transfer payments	
Archives Support Grants	45,700
	<u>11,330,700</u>
Less: Recoveries	578,000
	<u>10,752,700</u>
Total Operating for Archives of Ontario Program	<u><u>10,752,700</u></u>

MANAGEMENT BOARD SECRETARIAT

EMPLOYEE AND PENSIONER BENEFITS (GOVERNMENT CONTRIBUTION) PROGRAM :

Employee and Pensioner Benefits Program, which is related to the Province's share of public service payroll-related benefits, is centralized in Management Board Secretariat. It is administered by the Shared Services Bureau on behalf of Human Resource Management.

VOTE and item	Accrual 2004-05 Estimates	VOTE AND ITEMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
	\$		\$	\$	\$
1807		EMPLOYEE AND PENSIONER BENEFITS (GOVERNMENT CONTRIBUTION) PROGRAM			
OPERATING					
1	559,100,000	Employee and Pensioner Benefits (Government Contribution)	276,708,800	282,391,200	119,624,621
	<u>559,100,000</u>	Total Operating	<u>276,708,800</u>	<u>282,391,200</u>	<u>119,624,621</u>
	-	Less: Special Warrants	(281,000,000)	281,000,000	-
	<u><u>559,100,000</u></u>	Amount to be Voted	<u><u>557,708,800</u></u>	<u><u>1,391,200</u></u>	<u><u>119,624,621</u></u>

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MANAGEMENT BOARD SECRETARIAT

STANDARD ACCOUNTS CLASSIFICATION

OPERATING

Employee and Pensioner Benefits (Government Contribution) (1807-1)		\$
Salaries and wages		
Legislative Severance and Vacation Pay	115,000,000
Employee benefits	\$	
Public Service		
Supplementary Plan	9,000,000
Ontario Public Service		
Employees' Union Pension		
Plan	118,000,000
Public Service Pension		
Plan	131,000,000
Provincial Judges' Benefits		
Fund	10,700,000
Deputy Ministers'		
Supplementary Benefits		
Fund	400,000
Canada Pension Plan	136,000,000
Employment Insurance	86,000,000
Group Life Insurance	7,537,000
Long-Term Income		
Protection	47,739,000
Employer Health Tax	80,453,000
Supplementary Health and		
Hospital Plan	92,841,000
Dental Plan	49,268,000
Retired Employees'		
Benefits	175,000,000
		<u>943,938,000</u>
		1,058,938,000
Less: Recoveries	499,838,000
		<u>559,100,000</u>
Total Operating for Employee and Pensioner Benefits (Government Contribution) Program		<u><u>559,100,000</u></u>

MANAGEMENT BOARD SECRETARIAT

CENTRE FOR LEADERSHIP AND HUMAN RESOURCE MANAGEMENT PROGRAM :

The Centre for Leadership and Human Resource Management is accountable for all aspects of Human Resource Management in the OPS. Its mandate encompasses a broad range of functions and activities, including championing public service excellence and innovation; promoting cultural change; building pride in the OPS; improving the quality and delivery of services to the public; and fostering OPS values and ethics. It also fulfils the corporate employer role by supporting the Renewal and Revitalization outcomes for the OPS, by establishing clear and responsive human resources policies, programs and practices for ministry clients. The program provides direction and support in the areas of human resources planning, recruitment, labour relations, health and safety, learning and development, total compensation, performance management, innovation and recognition, talent management and contingency planning.

VOTE and item	Accrual 2004-05 Estimates	VOTE AND ITEMS	Change from 2003-04	Accrual 2003-04 Estimates	Cash 2002-03 Actual
	\$		\$	\$	\$
1808		CENTRE FOR LEADERSHIP AND HUMAN RESOURCE MANAGEMENT PROGRAM			
OPERATING					
1	34,700,500	Human Resource Management	622,955	34,077,545	32,882,715
2	12,927,400	Special Employment Funds	(15,700)	12,943,100	10,339,949
	<u>47,627,900</u>	Total Operating	<u>607,255</u>	<u>47,020,645</u>	<u>43,222,664</u>
	-	Less: Special Warrants	(29,275,640)	29,275,640	-
	<u>47,627,900</u>	Amount to be Voted	<u>29,882,895</u>	<u>17,745,005</u>	<u>43,222,664</u>

- NOTES -

MANAGEMENT BOARD SECRETARIAT

STANDARD ACCOUNTS CLASSIFICATION

OPERATING		\$	Special Employment Funds (1808-2)	\$
Human Resource Management (1808-1)		\$	Salaries and wages	295,500
Salaries and wages	19,134,000		Employee benefits	35,900
Employee benefits	2,494,700		Transportation and communication	75,000
Transportation and communication	823,100		Services	747,900
Services	11,612,200		Supplies and equipment	88,000
Supplies and equipment	583,500		Other transactions	\$
Transfer payments	\$		Other	3,100,000
Grants to the Institute of Public Administration of Canada	66,500		Summer Employment	<u>8,585,100</u>
Grants - other	<u>34,500</u>			<u>11,685,100</u>
	101,000			<u>12,927,400</u>
	<u>34,748,500</u>		Total Operating for Centre for Leadership and Human Resource Management Program	<u><u>47,627,900</u></u>
Less: Recoveries	48,000			
	<u>34,700,500</u>			

