



December 15, 2006

The Honourable Lloyd Snelgrove  
President of the Treasury Board,  
Minister of Service Alberta  
Minister Responsible for Personnel Administration Office  
Legislature Building  
10800 – 97 Avenue  
Edmonton, Alberta  
T5K 2B6

Dear Minister Snelgrove:

It is with great pleasure that I welcome you to our new team as President of Treasury Board, Minister of Service Alberta and Minister Responsible for Personnel Administration Office. The purpose of this letter is to outline the priorities and issues that I expect you to address through your ministry and, more generally, to set out my expectations for your conduct as a member of the team.

Our government, over the years, has done so much to place Alberta in an enviable position in Canada and the world. We owe a debt of gratitude to Premier Klein and to our collective work in putting Alberta in a position from which we can take this province confidently into the future. With your help I want to ensure that we plan for a future in which the true potential of this province is realized.

As a government we must accomplish our goals in a manner which ensures accountability to those who have placed their trust in us – Albertans. Integrity and openness will be at the forefront of how we conduct ourselves and how we accomplish our goals. As I have said many times during the last several months, we do not **own** the right to govern – we **earn** it. We need to be out from behind our desks, listening to what is truly important to Albertans.

As you know, we are undertaking a restructuring of government. This new organization will enable government to better focus on what I heard from Albertans as our priorities over the upcoming years. These priorities are:

1. Govern with integrity and transparency
2. Manage growth pressures
3. Improve Albertans' quality of life
4. Build a stronger Alberta
5. Provide safe and secure communities

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As a team, we will be working together on these priorities, but as President of Treasury Board, Minister of Service Alberta and Minister Responsible for Personnel Administration Office you will have some very specific priorities which will assist us in achieving our collective goals. I see your specific priorities in your capacity as President of Treasury Board, Minister of Service Alberta and Minister Responsible for Personnel Administration Office to be the following:

- Establish a Treasury Board Secretariat to provide a coordinated and disciplined approach to the management of government expenditures, human resources and capital planning.
- Develop a long-term capital plan that will:
  - address needs related to growth,
  - ensure maintenance of existing infrastructure,
  - explore options to fund capital projects,
  - manage inflation in infrastructure costs.
- Review options for identifying and managing more capital projects through the use of alternative financing models.
- Establish a lobbyist and contractor registry to improve accountability and transparency in the conduct of government business.
- Continue the public service renewal initiatives including efforts to address the impacts of an aging workforce and strengthen the public service's support to elected officials in developing policy.
- Develop a plan for innovative approaches to improve service delivery to Albertans through a variety of mechanisms (in person, by phone or through the internet).
- Accelerate the implementation of a corporate approach to information management and information technology.

I recognize that as Minister, you have responsibilities beyond addressing the specific priorities noted above and I welcome any other ideas or innovations that you bring forward that will assist in accomplishing our goals. In January, I intend to hold Caucus and Cabinet planning sessions to discuss actions we should take to ensure we achieve the five priorities. Based on input from caucus, we will confirm whether we need to add to or adjust the specific priorities that I have given you and will establish deliverables and timelines for the work ahead.

In closing, I consider this letter and your agreement to work on mutually-agreed upon priorities and objectives, to be a contract between us. Your accomplishment of these objectives will help us to realize our goals and will allow Albertans to measure our performance as a government.

Sincerely yours,

*(original signed)*

Ed Stelmach

*Please note:*

*On February 9, 2007, Honourable Lloyd Snelgrove's mandate letter was amended.*

*The responsibility to "establish a lobbyist and contractor registry to improve accountability and transparency in the conduct of government business" was transferred to the Minister of Justice and Attorney General.*

