



Business Plan

2023-24

Public Service Commission



NOVA SCOTIA

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Budget 2023-24: Business Plan
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Public Service Commission

2023-24 Priority Actions in Support of Government's Business Plan

Introduction

Each day, Nova Scotia Public Service Commission (PSC) employees work to ensure that the province has the human resources required to manage, create, and deliver excellent, high-quality programs and services to Nova Scotians. The work of the PSC supports welcoming and inclusive workplace cultures, employee mental health and wellbeing, and integral human resource (HR) programs, policies, practices, and technological infrastructure. All these elements uphold the development of a provincial workforce that is ready to take on our most pressing priorities as a Province. In 2023-24 the PSC will continue to modernize and take on activities that align with both the priorities of Government and the PSC's vision for a diverse and inspired provincial workforce.

Talent attraction, development, and retention:

- Address emerging HR trends through departmental HR planning support, corporate strategy development, and communications.
- Establish culturally responsive and equitable talent acquisition and HR practices, including development of a recruitment of Indigenous Peoples hiring guide for the Province of Nova Scotia (PNS).
- Continue offering a suite of virtual/online and in-person training and development opportunities for provincial employees.
- Hire and retain a diverse provincial workforce, including younger workers and employees from equity-deserving groups.
- Improve professional development and career advancement practices for provincial employees.
- Enhance outreach and engagement activities to support recruiting and retaining talent.

Welcoming and inclusive workplace cultures:

- Update and revise HR policies to foster safe, inclusive, and culturally responsive workplaces.
- Provide training and education to support the PNS' equity, diversity, inclusion, and accessibility (EDIA) efforts.
- Improved collaboration and partnerships with provincial departments and offices to address EDIA outcomes in alignment with the All Together Strategy and the recommendations from the review of the provincial employment systems.
- Increased EDIA knowledge and skills for all employees.

Employee mental health and well-being:

- Continue to prioritize the programs and services of the Office of Workplace Mental Health.
- Continue to develop and implement Workplace Health and Safety prevention practices to support a workplace culture of health and safety.

- Monitor and review employee wellbeing supports (including the Employee & Family Assistance Program, and absence management programs).
- Increase mental health literacy to help support healthy and safe workplaces for employees facing mental health challenges.
- Decrease workplace health and safety incidents that negatively impact employee health and wellness.
- Review and improvement of programs offering support to employees facing health challenges.

Client-focused, modernized approaches to HR services:

- Develop responsive HR systems that improve client experience (e.g., records digitization, continuous improvement of HR information systems, an updated analytics platform, and advancements in Data Literacy for the PSC).
- Provide effective internal communication services that increase provincial employees' understanding of and engagement in corporate HR policy, programs, and services.
- Continue to develop and use a departmental Strategic Measurement Framework to further support evidence-informed approaches to decision-making within the public service commission.
- Refine internal communication processes, tools, and services to support public service employee engagement.
- Enhance performance measures and metrics for our HR systems, policies, services, and tools.
- Improve data literacy amongst PSC employees and leaders.

In addition to the goals and outcomes listed above, the PSC would also like to highlight ongoing collaboration with the Accessibility Directorate, the Office of Equity and Anti-Racism, the Internal Communications Network, and several departments piloting innovative HR programs.

Departmental Expenses Summary

Departmental Expenses Summary (\$ thousands)			
<u>Programs and Services</u>	<u>2022-2023</u> <u>Estimate</u>	<u>2022-2023</u> <u>Forecast</u>	<u>2023-2024</u> <u>Estimate</u>
Client Service Delivery	6,534	6,752	6,439
Employee Relations	3,384	3,560	3,534
Office of the Commissioner	475	432	409
People and Culture	5,049	4,800	5,160
Corporate Services	5,659	5,557	6,351
Total - Departmental Expenses	21,101	21,101	21,893
Ordinary Recoveries	98	216	10
<u>Funded Staff (# of FTEs)</u>			
Department Funded Staff	187.4	177.9	187.4

Note:
For Ordinary Revenues, see Estimates and Supplementary Detail Book, Chapter 2
For TCA Purchase Requirements, see Estimates and Supplementary Detail Book, Chapter 1

