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Administrative Services

This theme includes the work of Human Resources, Legal, Finance and Legislative services. Human Resources provide fair, transparent, and efficient support to employees including policy and organization development. Legal Services provide legal advice to all departments, and oversee the Provincial Offences Act-Court Services and Provincial Offences Act-Prosecution Services. Legislative Services ensure Statutory and Legislative Compliance and is responsible for the Information Management Program to manage official records. The Finance Department fulfills legislative duties of the Treasurer, financial accounting and reporting of all Regional activities, leads the Region's Business Planning and Budget Process, and is responsible for the Region's Financial Information Management and Human Capital Management systems.