

2015/16 LOCAL GOVERNMENT LEADERSHIP ACADEMY ANNUAL REPORT

Background:

Formed collaboratively in 2005 by UBCM, MFA, LGMA, BCA, MIA, local governments of BC and the Province of BC, the LGLA provides comprehensive, timely and dedicated leadership development opportunities throughout each electoral term in the interests of improving governance at the local level. An original endowment from each of the founding organizations, plus subsequent contributions, has enabled the LGLA to provide quality programming since its establishment.

LGLA's main offerings are the Elected Officials Seminars in the winter immediately following local government elections and a province-wide annual Leadership Forum in between election years. In addition, we have held an annual Chief Executive Officer (Mayors/Chairs) Forum and periodic webinars with educational partners such as LGMA and the SFU Centre for Dialogue.

We have also succeeded in establishing a presence at both the UBCM Convention and the spring Area Association conferences.

2015/16 ACTIVITIES:

Since the last AGM, LGLA staged these main events:

- Annual CEO Forum, June 24-25, 2015
- Annual Leadership Forum, February 3-5, 2016

We have also participated in the following:

- 2015 UBCM Convention
- 2016 Area Association Conferences (sessions at AVICC, SILGA, and LMLGA and LGLA handouts available at all five conferences)
- Freedom of Information & Protection of Privacy Training Webinar (November 2015)
- Beyond the Usual Suspects Public Engagement Webinar (March 2016)
- From Controversy to Collaboration Public Engagement Webinar (May 2016)

Overview of the Main Events

2015 CEO FORUM

The LGLA's 6th Chief Elected Officials Forum was held on June 24th and 25th at the Granville Island Hotel in Vancouver. The Forum was attended by 35 Mayors and Chairs from around the province.

The Forum opened with Gordon McIntosh introducing Leadership Imperatives, covering the leadership context and CEO challenges. After lunch, Don Lidstone of Lidstone & Co. Law presented a two-hour session on the legal and governance context, providing guidance for legislated functions and covering core governance responsibilities. The balance of the afternoon focused on governance success, with emphasis on a checklist to guide and assess council/staff relations and identification of the key leadership concerns facing participants. A Leadership Reception was also held, providing an opportunity to share ideas in an informal setting.

The morning of June 25th focused on Group Dynamics, or the behavioural aspects of governance, as well as Decision Making and Strategic Decisions, with a focus on governance strategies and how to improve organizational effectiveness. Following lunch, delegates discussed CEO Effectiveness and Leadership Action.

All in all, the event was a great success and we are now working with Gordon McIntosh to plan the next CEO Forum, to be held in fall 2016

2016 LEADERSHIP FORUM

In between election years, the annual leadership forum is the LGLA's signature event. The 2016 Forum was attended by 165 delegates from all around the province – the highest registration yet for this event.

The theme for the 2016 event was Respectful Leadership, with sessions on the main day of the forum falling under the three streams of Respect for Yourself, Respect for Others, and Respect for the Office. A highlight of the 2016 Forum was the partnership between LGLA and LGMA to present two sessions under the Respect for the Office stream: Elected-Elected-Staff Relations and Conflict Engagement and Communications Skills and Tools Workshop. This was a highly productive partnership that resulted not only in two high quality forum sessions of benefit to LGLA delegates, but an enhanced relationship and spirit of cooperation between the two organizations.

Another notable success was our keynote address, delivered by Dr. Bev Busson, former Commissioner for the RCMP and Order of BC recipient. Dr. Busson's speech was excellent and received the highest rating of any session at the forum (4.8 out of 5).

Evaluation ratings for the forum were excellent, with the 2016 event receiving a 4.5 out of 5 overall. This compares favourably with a 4.3 out of 5 rating for the same event in 2014 and a 4.4 out of 5 rating in 2013. (In 2015 we held our series of Elected Officials Seminars, which are not comparable to the province-wide forum.)

Other Events of Note

2015 UBCM CONVENTION

UBCM was kind enough to grant LGLA a corner of the UBCM booth at the Convention tradeshow where LGLA's Program Manager was able to meet delegates and advise them of LGLA's events and certification program. As well, LGLA had a table at the Tools, Funding and Resources for Local Governments session on the Monday of Convention, where delegates were able to sit down and learn a little about the organization from the Program Manager and Board Member Nicola Marotz, and to share their ideas and concerns. Attending and participating in the UBCM Convention is one of the key ways LGLA is able to interact first-hand with local government elected officials and staff and gather ideas and suggestions for future forums and events. This is also one of our key opportunities to promote the certificate program as Level One and Level Two certificates are handed out at the forum lunches by the Minister and the UBCM President.

2016 AREA ASSOCIATION CONFERENCES

Some headway was made in securing an LGLA presence at each of the Area Association spring conferences in 2016. This included:

- AVICC: certification handout included in delegate registration package; one session sponsored by LGLA and introduced by LGLA Board Member.
- SILGA: certification handout included in delegate registration package; two sessions sponsored by LGLA and introduced by LGLA Board Members.
- AKBLG: certification handout included in registration package.
- NCLGA: certification handout available at registration table.
- LMLGA: certification handout included in delegate registration package; one session sponsored by LGLA and introduced by LGLA Program Manager; LGLA Program Manager assisted with registration on opening day.

This is an improvement on last year when LGLA was unable to secure program space at any of the spring conferences.

WEBINARS

LGLA worked with LGMA and the SFU Centre for Dialogue to deliver the following webinars in 2015/16:

- **Elected Official Freedom of Information and Protection of Privacy Training, November 25, 2015**
An interactive webinar hosted by the LGMA and designed to help educate local government elected officials on the law and best practices pertaining to freedom of information and protection of privacy. Topics included: elected officials using

personal/local government emails and calendars, and using social media; what it means that records are the custody of the local government; and a review of what is private information and what is public. The webinar was conducted on a cost-recovery basis and was attended by 32 participants – most of whom were elected officials. Comments were positive and the session was well received.

- **Beyond the Usual Suspects: How to Reach Diverse Audiences in Public Engagement, March 3, 2016**

This webinar was developed and hosted by the SFU Centre for Dialogue in partnership with LGLA and was designed to explore strategies for broadening the reach of public engagement and bringing residents who reflect the full perspectives, knowledge and identities of their communities to the table – rather than just the “same ten people” who typically show up to council meetings. As well, the session addressed barriers that prevent some groups from actively participating in public engagement processes. In total, 69 people registered to attend this free webinar, and 49 of those participated in the session. 74% of participants stayed online for the Q&A portion of the webinar – a very high retention rate. 25 of 27 people who completed the post-webinar survey indicated they would definitely participate in a similar webinar presentation again; the other 2 said they would consider it. Comments were positive and a follow-up webinar, also hosted by the Centre for Dialogue, was scheduled for May.

- **From Controversy to Collaboration: Working through Conflict in Public Engagement, May 31, 2016**

This webinar was also developed and hosted by the SFU Centre for Dialogue in partnership with LGLA and was designed to explore how and when elected officials and senior staff can engage the public in values- and interest-based dialogue to overcome entrenched positions and enable collaboration for solutions that are owned and supported by the community. The session used real-life case studies (one of which was presented by Mayor Josie Osborne of Tofino) and provided participants with tools and methods for convening difficult conversations. A total of 132 people registered for this webinar and 80 people participated from all over the province (with a few from other provinces as well). All three levels of government and both elected and staffs were represented. 86% of attendees stayed over an hour for the Q&A session at the end. 31 people completed the post-webinar evaluation, with 29 indicating they would definitely attend another and the other 2 indicating they would consider it. Comments and feedback were positive.

Strategic Activities

In addition to the learning events noted above, the LGLA board also completed the following strategic activities over the past year.

PARTNERSHIPS

Significant headway was made in developing and improving relationships with the Area Associations in 2015/16 – as is evidenced by LGLA’s presence (to some extent) at each of the 2016 spring conferences and by the willingness of the Area Associations to assist in promoting LGLA events.

The LGLA/LGMA partnership was also a key focus over the past year, with a joint webinar delivered in November 2015 and two prominent sessions developed and delivered jointly at the 2016 Leadership Forum. Talks are in the works regarding the LGLA’s 2016 CEO Forum and how we might work with LGMA to bring elected officials and staff together for a portion of that event.

UBCM continues to be a key supporter of the LGLA and we were very pleased to participate in the UBCM Convention and to have UBCM staff play such a key role in the 2016 Leadership Forum – providing in-kind registration and other onsite and behind-the-scenes assistance and delivering an early morning clinic.

LGLA has developed a good relationship with the SFU Centre for Dialogue over the past year – the Centre delivered a session at the 2016 Leadership Forum as well as two follow-up webinars that were very well attended by LGLA delegates in March and May 2016.

CERTIFICATION PROGRAM PROMOTION

A flyer was developed to promote the LGLA Certification Program at the 2016 Leadership Forum and at partner events such as the Area Association conferences. This will be an excellent promotional tool for the upcoming UBCM Convention as well, and, if the recent increased email and phone contact from prospective applicants is an accurate indication, we expect our certification numbers to increase in 2016/17.

WEBINARS/ONLINE LEARNING

LGLA has continued its foray into webinar delivery through partnerships with LGMA and the SFU Centre for Dialogue – as noted above. These early online offerings have been a great success and we will continue to look for opportunities to partner with these and other organizations in order to provide local government and First Nations elected officials and senior staff with additional opportunities to learn and improve their leadership skills.

Board/Staff

BOARD

Chair Rhona Martin – President (*UBCM*)

Councillor Arjun Singh – Vice-President (*UBCM*)
Gary Paget – Secretary/Treasurer (*MCSCD*)
Nicola Marotz (*MCSCD*)
Sonia Santarossa (*LGMA*)
Peter Urbanc (*MFA*)
Councillor John Jack, Huu-ay-aht First Nation
Councillor Jessie Hemphill, Port Hardy

STAFF

LGLA has benefited from consistent staffing over the past few years. Errin Morrison continues as Program Manager, and Eydie Fraser as Board and Seminar Coordinator. In addition, Pamela Lewis was once again responsible for coordinating hotel, audio-visual and other logistics for the Leadership Forum. Errin is entering the final year of a three-year contract with LGLA. As Eydie plans to continue up until the next round of Elected Officials Seminars, some succession planning for her position is underway. Pamela has indicated her willingness to continue in her role.

2015/16 FINANCES

LGLA's current assets include:

\$1,125,000 – restricted reserve funds (original endowment – in trust with UBCM)
\$309,947 – unrestricted reserve funds (surplus funds earned since incorporation)

Please see *Appendix A – LGLA Financial Statements 2015/16* for details.

2016/17 GOALS

On the horizon for 2016/17 are the following non-event-related major projects/initiatives:

- Full review/update of LGLA Policy Manual
- Full review/update of LGLA Roles & Responsibilities Manual
- Institute memorial scholarship in memory of late LGLA Director Cathy Watson
- Institute a Level 3 Certificate in Local Government Leadership
- Conduct a full financial review of the years ending June 30, 2015 and June 30, 2016
- Build closer relationships with/support the activities of Founding Partners

SUMMARY

In closing, the past year has been a successful one in terms of events offered and goals achieved. We are now looking ahead to our next major event: the 2017 Leadership Forum.

As well, we hope to attend the 2016 UBCM Convention, participate in the 2017 Area Association spring conferences, look for additional educational partnerships such as those with LGMA and SFU, and promote our local government leadership certificate program.

APPENDIX A - LGLA FINANCIAL STATEMENTS 2015/16

LGLA Statement of Financial Position

June 30, 2016 and June 30, 2015

	2016		2015
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Assets			
Current Assets:			
Cash	\$ 60,548	\$	47,631
Accounts Receivable	-		300
GST Receivable	1,251		4,262
Investments	1,417,148		1,388,080
Prepaid Expenses	1,000		1,000
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	1,479,947		1,441,274
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Liabilities and Net Assets			
Current liabilities:			
Deferred Revenue	45,000		15,000
Net Assets			
Restricted – Trust Fund	1,125,000		1,125,000
Unrestricted	309,947		301,274
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	\$ 1,479,947	\$	1,441,274
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LGLA Statement of Operations

Years ended June 30, 2016 and June 30, 2015

	2016 Budget	2016 Actual	2015 Actual
REVENUE			
LGLA Annual Forum			
Registrations	42,000	48,871	
Sponsorships	14,000	13,000	
MCSCD*	15,000	15,000	
MFA**	30,000	30,000	
	<u>101,000</u>	<u>106,871</u>	-
EOS Seminars			
Registrations	-	-	209,366
Sponsorship	-	-	35,500
	<u>-</u>	<u>-</u>	<u>244,866</u>
Other Registrations (CEO Forum)	<u>9,500</u>	<u>375</u>	<u>12,750</u>
Investment Income	<u>35,000</u>	<u>29,531</u>	<u>42,772</u>
TOTAL REVENUE	<u>\$145,500</u>	<u>\$136,777</u>	<u>\$300,387</u>
EXPENSES			
LGLA Annual Forum	68,500	66,921	-
EOS Seminars	-	779	296,754
Other Events*** (Area Association Conferences)	10,000	14,140	-
CEO Forum****	9,500	0	0
Administration	46,100	46,263	44,961
TOTAL EXPENSES	<u>\$134,100</u>	<u>\$128,104</u>	<u>\$341,715</u>
SURPLUS/(DEFICIT)	<u>\$11,400</u>	<u>\$8,673</u>	<u>(\$41,328)</u>
Transfer to/from Reserves	<u>\$0</u>	<u>(\$8,673)</u>	<u>\$41,328</u>
	<u>\$11,400</u>	<u>\$0</u>	<u>\$0</u>

*** Both these amounts were received in fiscal 2014/15 and deferred to 2015/16.

*** The \$10,000 budgeted was allocated for LGLA participation in spring 2016 Area Association conferences, which amounted to approximately \$3,500. The 2016 Actual amount includes 2015 CEO Forum expenses. This will be recorded more clearly in 2016/17.

**** We didn't end up holding the 2016 CEO Forum in the 2015/16 fiscal year – it is scheduled for December 6-7, 2016, which falls in the 2016/17 fiscal year.