

## 2018 LGLA Leadership Forum LGLA-LGMA Partner Session

### Responsible conduct: codes of conduct from principles to action!

January 31, 2018 3:30 pm – 5:15 pm

These notes were taken during the group discussion report out at the end of the session. They are abbreviated short notes which record the key thoughts of the speakers. They are responses to questions put to the participants as follows:

***How do you see the Foundational Principles presented serving the goals of responsible conduct of elected officials with each other, staff and the public in your community?***

***What tools e.g. code of conduct, council charter, procedure bylaw policies etc. do you use in your community that help elected officials conduct themselves in a responsible manner and support council in managing conduct at the council or board table, with staff and with the public?***

***What are some tools do you think would be helpful to ensure responsible conduct of elected officials?***

Report Out Notes (each bullet represents the key points offered by a speaker on behalf of a group)

- Tools should include: code of conduct which should be pretty straight forward – they remind us of good practice and set ground rules – we agree a 3<sup>rd</sup> party would be helpful to facilitate mediation – UBCM could set this up – a 3<sup>rd</sup> party should be brought in early in conflict situations - there should be good communication about what is good practice
- We are entering election season which fouls up our ability to work collaboratively – a code of conduct template would be helpful – it should mean something and it should be brought to the attention of elected officials on a regular basis – education about the code of conduct is needed – integrity commissioner or 3<sup>rd</sup> party is needed and not just at a crisis but in the training – workplace/bullying training is important – bylaws should spell out behavior and consequences
- Peer review similar to benchers in the legal profession could provide mentoring advice for elected officials - “Call a friend mechanism” – peer- to- peer support is helpful
- Orientation/education should be upfront and should include how we should be operating – consequences & code of conduct should be laminated and visible on the council table code of conduct training should be in public
- It is important to give people the skills to follow a code of conduct – training in conflict resolution – anger management is needed – Could LGLA put on this training?
- What if an individual elected official doesn’t want to go to training? Should it be mandatory?
- Developed a code of conduct and include it in the oath of office – code of conduct and respectful workplace policy is a conversation starter – gets people talking about the topic
- There should be training on Roberts rules for new mayors & chairs training and on how to conduct a meeting – governance training – who’s in charge? Training should be early - bring in George Cuff & Gord McIntosh – UBCM to create mandatory professional conduct training - propose online modules and certification with refresher training and a guide to EO responsibilities - UBCM make sure a 3<sup>rd</sup> party for dispute resolution exists
- The role of the chair is key – so important
- Code of conduct should be part of oath – existing tools e.g. procedures-need teeth to deal with bad behaviour with staff. More consequences/sanctions are needed – teeth in the legislation is required. EO bullying and harassment should be covered in procedures bylaw with consequences Does Alberta require training?
- We should lead by example – use soft powers – set a tone for the culture – culture of respect – celebrate the diversity of style – the ones that should come to LGLA don’t come – tools – rotate the chair to expose all elected officials to the experience – mediation should be soft mediation to repair relationships
- Don’t wait to develop a code of conduct – do it before conflict arises – worked hard on a strategic plan early in term – foundation principles are embedded in strategic plan – everyone owns it elected and staff
- What should a council be censuring – should not be used for political motives – codes need consequences – respectful workplace policy does not apply to council members – support an integrity commissioner