



GOVERNMENT'S LETTER OF EXPECTATIONS

BETWEEN

**THE MINISTER OF ABORIGINAL RELATIONS AND RECONCILIATION
(AS REPRESENTATIVE OF THE GOVERNMENT OF BRITISH COLUMBIA)**

AND

**THE CHAIR OF THE FIRST PEOPLES' HERITAGE, LANGUAGE AND CULTURE COUNCIL
(AS REPRESENTATIVE OF THE CORPORATION)**

FOR 2014/15

PURPOSE

This Letter of Expectations (the Letter) provides Government's annual direction to the Crown corporation and is an agreement on the parties' respective accountabilities, roles, and responsibilities. The Letter confirms the Corporation's mandate and priority actions, articulates the key performance expectations as documented in the Government's Expectations Manual for British Columbia Crown Agencies¹, and forms the basis for the development of the Corporation's Service Plan and Annual Service Plan Report. The Letter does not create any legal or binding obligations on the parties. It is intended to create an opportunity for dialogue between the parties and to support an open, positive and co-operative working relationship, resulting in the achievement of government's policy and performance expectations in a transparent and accountable manner.

CORPORATION ACCOUNTABILITIES - MANDATE

Government has provided the following mandate direction to the First Peoples' Heritage, Language and Culture Council (doing business as the First Peoples' Cultural Council) under the *First Peoples' Heritage, Language and Culture Act*:

- Protect, revitalize and enhance First Nations heritage, language, culture, and arts;
- Increase understanding and sharing of knowledge, within both the First Nations and non-First Nations communities;

¹ The Province of British Columbia's Crown Agency Accountability System (<http://www.gov.bc.ca/caro/publications/index.html>) establishes guiding principles for the governance of Crown corporations. The *Government's Expectations for British Columbia Crown Agencies* provides for a Government's Letter of Expectations (Letter) to be developed.

- Heighten the appreciation and acceptance of the wealth of the cultural diversity among all British Columbians;
- Provide funding to BC First Nations for arts, cultural and language programs;
- Create new initiatives, programs, resources and services related to First Nations heritage, language, arts and culture;
- Advise government on the protection, revitalization, and enhancement of First Nations heritage, arts, languages and culture; and,
- Work in partnership with First Nations communities to revitalize and archive First Nations cultures and languages and restore literacy and fluency in First Nation languages.

For those Crown corporations that are commercial entities, they are expected to earn positive returns for their shareholders, the people of British Columbia.

SPECIFIC CORPORATION ACCOUNTABILITIES

To achieve this mandate, the Corporation is directed to take the following specific actions:

- Fulfill obligations set out under the 2014-15 Service Level Agreement between the Government and the Corporation.
- Continue to monitor and review the implementation of Regulations developed under the *First Peoples' Heritage Language and Culture Act* (RSBC 2010), and the revised policy manual guidelines to assess level of compliance with the Board Resourcing and Development Office Best Practice Guidelines, as well monitor and review the guidelines to ensure they meet the specified objectives of:
 - i. representation from all B.C. First Nations language groups on its Advisory Committee,
 - ii. ability to adapt to governance changes as they occur in First Nations communities,
 - iii. enhancing the Corporation's credibility among First Nations, with governments, funders and other partners.

Complete by March 31, 2015

- Continue to organize and implement successful events and media releases that celebrate and raise public awareness about B.C. First Nations arts, culture and languages.

GENERAL CORPORATION ACCOUNTABILITIES

Over the past decades, British Columbians have come to expect high quality products and services delivered by their Crown corporations. The Province is well served by our Crown corporations and it is up to the Boards and Senior Management teams of these organizations to manage in the best interests of the Province and our citizens and conduct its affairs with the principles of integrity, efficiency, effectiveness, and customer service.

As a Crown corporation, it is critical that the operations of the entity be done as efficiently as possible, in order to ensure families are provided with services at the lowest cost possible.

Government sets broad policy direction to ensure the Corporation's operation and performance is consistent with the Government's Strategic Plan, found at:

http://www.bcbudget.gov.bc.ca/2013_June_Update/stplan/2013_June_Strategic_Plan.pdf

and as such, the Corporation will:

- Ensure that the Corporation's priorities reflect Government's priorities of:
 - Strong Economy**
A government that supports our economy by controlling spending to balance the budget, keeping taxes and government debt affordable and protecting B.C.'s hard-earned triple-A credit rating.
 - Jobs**
A government that is focused on job creation and investment in the province.
 - Families**
A government that works continuously to improve social programs that support families of every description, and improve the lives of British Columbians.
- Comply with Crown Agency Accountability System guidelines, policy, due dates and best practices, as set out from time to time and as applicable to the Corporation, found at <http://www.gov.bc.ca/caro/publications/index.html> including the Information and Events Calendar for commercial and service delivery Crown corporations, Government's Expectations Manual for British Columbia Crown Agencies and the Best Practices Guideline & Disclosure Requirements for Governing Boards of British Columbia Sector Organizations.
- Comply with all legislation and policies applicable to the Corporation including but not limited to:
 - The executive compensation policies for Crown corporations. Found at: http://www.fin.gov.bc.ca/psec/disclosedocs/crown_corporation_executive_compensation_july_2012.pdf;
 - Ensure Government is advised in advance of the release of any information requests by the Corporation under the *Freedom of Information and Protection of Privacy Act*;
 - Government's requirements to be carbon neutral under the *Greenhouse Gas Reduction Targets Act*.
- Follow the spirit and intent of the financial policy requirements in the Ministry of Finance Core Policy and Procedures Manual found at: <http://www.fin.gov.bc.ca/ocg/fmb/manuals/CPM/CPMtoc.htm>
- Participate in government's Core and Crown reviews, which may include the review of Crown mandates, and implement the recommendations of these reviews.
- Ensure that any planned deficit spending or use of the retained earnings is approved in advance by Treasury Board.
- Inform Government immediately if the Corporation is unable to meet the performance and financial targets identified in its Service Plan.

GOVERNMENT RESPONSIBILITIES

Specific to the Corporation, Government will:

- Ensure the appropriate consultation and notification occurs on significant policy and legislative issues that might impact the Corporation;
- Consult with the Corporation in a timely manner when developing the government's annual expenditure and capital plans, in order to consider the financial requirements of the Corporation within available funding limits;
- Support the Corporation's efforts to secure additional funds from various sources, including the Government of Canada; and
- Fulfill obligations set out under the 2014-15 Service Level Agreement between the Government and the Corporation.

During the term of this Letter, Government may provide further policy direction to the Ministry of Aboriginal Relations and Reconciliation, who will communicate any such direction, including implementation expectations, to the First Peoples' Heritage, Language and Culture Council, as decisions are made.

AREAS OF SHARED ACCOUNTABILITY

Government and the Corporation are committed to transparency and accountability to the public and have planning, reporting and disclosure requirements in the *Budget Transparency and Accountability Act*, the *Financial Administration Act*, and/or the *Financial Information Act*.

On a quarterly basis, the Minister Responsible John Rustad, the Deputy Minister Steve Munro, the Board Chair Lorna Williams, and the Chief Executive Officer Tracey Herbert, will meet to discuss relevant and current corporation business. The meeting will be to review the achievement of the goals, objectives, performance measures, financial targets and risk assessments identified in the Corporation's Service Plan.

The parties agree that each will advise the other in a timely manner of any issues that may materially affect the business of the Corporation and/or the interests of Government, including information on any risks to achieving financial forecasts and performance targets.

The Corporation and the Crown Agencies Resource Office will post the most recent signed copy of the Government's Letter of Expectations on their respective websites.

REVIEW AND REVISION OF THIS LETTER

The Minister of Aboriginal Relations and Reconciliation is accountable for undertaking reviews of this Letter and monitoring its implementation. Government and the Corporation may agree to amend this Letter on a more frequent than annual basis.



Honourable John Rustad
Minister of Aboriginal Relations and Reconciliation



Dr. Lorna Williams
Chair, First Peoples' Heritage, Language
and Culture Council

December 19, 2013

Date

January 14, 2014

Date

cc. Honourable Christy Clark
Premier

John Dyble
Deputy Minister to the Premier and Cabinet Secretary

Peter Milburn
Deputy Minister and Secretary to Treasury Board
Ministry of Finance

Cheryl Wenezenki-Yolland
Associate Deputy Minister
Ministry of Finance

Steve Munro
Deputy Minister
Ministry of Aboriginal Relations and Reconciliation

Tracey Herbert
Chief Executive Officer
First Peoples' Heritage, Language and Culture Council