

Date: July 8, 2021

Cynthia Oliver, Chair
Industry Training Authority
8th Floor – 8100 Granville Avenue
Richmond, BC V6Y 3T6

Dear Ms. Cynthia Oliver:

On behalf of Premier Horgan and the Executive Council, I would like to extend my thanks to you and your board members for the dedication, expertise and skills with which you serve the people of British Columbia.

Every public sector organization is accountable to the citizens of British Columbia. The expectations of British Columbians are identified through their elected representatives, the members of the Legislative Assembly. Your contributions advance and protect the public interest of all British Columbians and through your work, you are supporting a society in which the people of this province can exercise their democratic rights, trust and feel protected by their public institutions.

You are serving British Columbians at a time when people in our province face significant challenges as a result of the global COVID-19 pandemic. Recovering from the pandemic will require focused direction, strong alignment and ongoing engagement between public sector organizations and government. It will require all Crowns to adapt to changing circumstances and follow Public Health orders and guidelines as you find ways to deliver your services to citizens.

This mandate letter, which I am sending in my capacity as Minister responsible for the Industry Training Authority, on behalf of the Executive Council, communicates expectations for your organization. It sets out overarching principles relevant to the entire public sector and provides specific direction to the Industry Training Authority about priorities and expectations for the coming fiscal year.

I expect that the following five foundational principles will inform your agency's policies and programs:

- **Putting people first:** We are committed to working with you to put people first. You and your board are uniquely positioned to advance and protect the public interest and I expect that you will consider how your board's decisions maintain, protect and enhance the public services people rely on and make life more affordable for everyone.

- **Lasting and meaningful reconciliation:** Reconciliation is an ongoing process and a shared responsibility for us all. Government's unanimous passage of the *Declaration of the Rights of Indigenous Peoples Act* was a significant step forward in this journey – one that all Crown Agencies are expected to support as we work in cooperation with Indigenous peoples to establish a clear and sustainable path to lasting reconciliation. True reconciliation will take time and ongoing commitment to work with Indigenous peoples as they move towards self-determination. Guiding these efforts, Crown agencies must also remain focused on creating opportunities that implement the Truth and Reconciliation Commission through your mandate.
- **Equity and anti-racism:** Our province's history, identity and strength are rooted in its diverse population. Yet racialized and marginalized people face historic and present-day barriers that limit their full participation in their communities, workplaces, government and their lives. The public sector has a moral and ethical responsibility to tackle systemic discrimination in all its forms – and every public sector organization has a role in this work. All Crowns are expected to adopt the Gender-Based Analysis Plus (GBA+) lens to ensure equity is reflected in your operations and programs. Similarly, appointments resulting in strong public sector boards that reflect the diversity of British Columbia will help achieve effective and citizen-centred governance.
- **A better future through fighting climate change:** Announced in December 2018, the CleanBC climate action plan puts our province on the path to a cleaner, better future by building a low-carbon economy with new clean energy jobs and opportunities, protecting our clean air, land and water and supporting communities to prepare for carbon impacts. As part of the accountability framework established in CleanBC, and consistent with the *Climate Change Accountability Act*, please ensure your organization aligns operations with targets and strategies for minimizing greenhouse gas emissions and managing climate change risk, including the CleanBC target of a 50% reduction in public sector building emissions and a 40% reduction in public sector fleet emissions by 2030. Your organization is expected to work with government to report out on these plans and activities as required by legislation.
- **A strong, sustainable economy that works for everyone:** I expect that you will identify new and flexible ways to achieve your mandate and serve the citizens of British Columbia within the guidelines established by the Provincial Health Officer and considering best practices for conducting business during the pandemic. Collectively, our public sector will continue to support British Columbians through the pandemic and economic recovery by investing in health care, getting people back to work, helping businesses and communities, and building the clean, innovative economy of the future. As a public sector organization, I expect that you will consider

how your decisions and operations reflect environmental, social and governance factors and contribute to this future.

The Crown Agencies and Board Resourcing Office (CABRO), with the Ministry of Finance, will continue to support you and your board on recruitment and appointments as needed, and will be expanding professional development opportunities in 2021/22. The Governing in the Public Interest online certificate program is now available, and all board members are encouraged to complete this new offering.

As the Minister Responsible for the Industry Training Authority, I expect that you will make substantive progress on the following priorities and incorporate them in the goals, objectives and performance measures in your 2021/22 Service Plan:

- Work closely with government to explore options to support government's mandate letter commitment to "restore the compulsory trades system to improve safety and give more workers a path to apprenticeship completion".
- Work with system partners and focus on supporting apprentices to complete their training, particularly those whose training has been impacted by the COVID-19 pandemic, through targeted programs and supports.
- Complete implementing a three-year performance management framework project in 2021/22. Through this work, the ITA will increase public reporting of trades training data to expand transparency and collaboration between system partners, and to establish greater stakeholder accountabilities for trades training outcomes.
- Continue to work with employers, industry, training providers, and communities to design and implement initiatives and policies that will contribute to eliminating racism, sexism, bullying, and harassment in the skilled trades. This will promote a trades training system that is welcoming and inclusive of women, Indigenous peoples, youth, and underrepresented groups.

Each board member is required to sign the Mandate Letter to acknowledge government's direction to your organization. The signed Mandate Letter is to be posted publicly on your organization's website in spring 2021.

I look forward to continuing to work with you and your Board colleagues to build a better B.C.

Sincerely,



[Anne Kang]
Minister

Date: July 6, 2021

Enclosure

Honourable John Horgan
cc: Premier

Lori Wanamaker
Deputy Minister to the Premier, Cabinet Secretary and Head of the BC Public Service

Heather Wood
Deputy Minister and Secretary to Treasury Board
Ministry of Finance

Douglas S. Scott
Deputy Minister, Crown Agencies Secretariat
Ministry of Finance

Shannon Baskerville
Deputy Minister of Advanced Education and Skills Training

Robert (Bob) Davis
Director
Industry Training Authority

Laird Cronk
Director
Industry Training Authority

Peter Baker
Director
Industry Training Authority

Michelle Bryant
Director
Industry Training Authority

Mary-Anne Bowcott
Director
Industry Training Authority

Waldemer Penner
Director
Industry Training Authority

Richard Gibbs
Director
Industry Training Authority

Carolyn Church
Director
Industry Training Authority

Shelley Gray
Chief Executive Officer
Industry Training Authority

2021/22 CROWN MANDATE LETTER TEMPLATE

Board Member	Signature
Cynthia Oliver, Chair	
Robert Davis, Director	
Laird Cronk, Director	
Peter Baker, Director	
Michelle Bryant, Director	
Mary-Anne Bowcott, Director	
Waldemer Penner, Director	
Richard Gibbs, Director	
Carolyn Church, Director	