



INTRODUCTION TO THE TESLIN TLINGIT COUNCIL GOVERNANCE WORKPLAN

This paper has been prepared to bring clarity to the reader on the processes employed in the development of the Draft Teslin Tlingit Council Governance Workplan dated April 2012. Primarily, it is intended to confirm the content source(s), as well as provide a rationale for the current document layout used by Four Directions Management Services Ltd (FDMS).

Stage One

In February 2012, the initial document entitled " DRAFT TESLIN TLINGIT COUNCIL PLANNING WORKSHEET (FEBRUARY 23, 2012) " was drafted based upon information gathered at a prior planning session. This worksheet sorted the data into five categories; priorities, goals, activities and outputs. In its draft form the worksheet was used as a tool to identify gaps in information and to affirm some of the goals of the General Council, but it was apparent that additional discussion would need to be had to develop the worksheet to a user friendly format, with clear actions, task delegation and associated timeframes.

Stage Two

The worksheet was reviewed and additional information was gathered in an attempt to "fine-tune" the worksheet. The resulting document entitled " DRAFT TESLIN TLINGIT COUNCIL PLANNING WORKSHEET (REVISED MARCH 18, 2012)" , set out to attach an "implementation" element to the work and was a blending of information from the previous workplan, new information and information added by FDMS to try and fill in some of the gaps still present. This document sorted the information into four categories; goals, activities, timeframes and outputs and listed the previously identified priority area at the top of each goal table. The information on the worksheet was identified in different coloured font as follows:

- Black: Information carried over from previous workplan
- Red : Revised or new information gathered
- Blue : New information gathered and information added to help address the gaps in the workplan including nested questions with respect to timeframes

Stage Three

In April 2012, another planning session was held with the General Council. This time the focus was on the goals and activities that would need to be specifically defined from a governance perspective, whereas the previous worksheets were a combination of governance, management and administrative tasks. The resulting document entitled " DRAFT TESLIN TLINGIT COUNCIL DRAFT GOVERNANCE WORKPLAN (revised April 2012) " is a compilation of governance specific goals and activities carried over from the previous two worksheets, new information gathered at the April session, and information added

by FDMS to again try to fill in some of the gaps visible in the plan. The information is again identified in different coloured font as follows:

- Black: New information harvested at the April session
- Red: Governance specific Information carried over from the previous worksheets
- Blue: New information added by FDMS

In addition to harvesting additional information specific to governance, the April session served as an opportunity to refine the goals of the General Council again from a governance perspective. With the revised Governance Framework in place, the information was sorted by FDMS according to the current goal set when being carried over based upon where they might best fit according to the updated direction of the Council. As well, some of the language in the document has been tweaked to make it relevant to the current plan and to add clarity to the governing features now identified.

Next Steps

The tasks that were not of a management or administrative nature and that were not carried over, remain contained in a worksheet entitled " DRAFT TESLIN TLINGIT COUNCIL DELEGATED TASKS WORKSHEET (revised May, 2012)". It is recommended that these remaining tasks be sorted and incorporated into the various departmental workplans being developed by management.

The information in the current Draft Teslin Tlingit Council Governance Workplan dated April 2012, has been sorted into five categories; steps, activities, responsibility, budget and outputs/success measures with associated timelines. The timelines listed are short-term (0-6 months), mid-term (6 months to 1 year) and long-term (1-2 years).

The workplan will need to be reviewed by General Council with particular attention being given to the following:

- Confirmation of the role of governance in relation to the activities identified
- Task delegation to specifically identify who will be responsible to carry out the activities
- Ensuring success indicators are clear and measurable
- Setting realistic timelines within the three frames identified

It is also recommended that development of internal planning processes at the management level be cognizant of the established Governance Framework and that internal activities support the broader overarching goals of the Teslin Tlingit Council.