



## **Policy G-06**

# **Board-Chief Relationship**

### **1. Introduction.**

- 1.1. The Board's legislative link to the Service is through the Chief of Police, and only the Chief of Police, who is responsible to:
  - a. administer the police service and oversee its operation in accordance with the board's policies and strategic plan;
  - b. comply with any investigations conducted by the OIPRD/Complaints Director or the SIU Director and any inspections conducted by the Inspector General; and
  - c. comply with the lawful directions of the board.
- 1.2. The relationship between the Board and Chief of Police is a symbiotic one. The Chief of Police receives strategic direction from the Board including results to be obtained, limitations to be observed, authority that is delegated, and financial resources allowed. In turn, the Board receives information and input from the Chief of Police that it considers when formulating its policies, strategic plans, budgets and decisions.
- 1.3. The Chief of Police is responsible to the Board and nothing contained in this policy empowers the Chief to perform or direct any act that encroaches upon the legislative powers of the Board.

### **2. Intent.**

- 2.1. This policy serves to describe and ensure continuity of the Board's relationship with the Chief of Police.



### 3. Requirements

- 3.1. The Board shall direct the Service solely through the Chief of Police, or in his/her absence or incapacitation, an Acting Chief of Police appointed by the Chief, or appointed by the Board if necessary.
- 3.2. The Chief of Police reports to and is responsible to the Board, and all Board direction shall be made by way of Board resolution.
- 3.3. All Board direction to the Chief of Police shall be made by way of Board resolution.
- 3.4. Except in emergency situations, all Chief of Police reporting to the Board shall be made via Board Reports at Board Meetings, submitted through the Board Secretary.
- 3.5. Whenever the Chief of Police travels outside of North America, or is otherwise unable to communicate with the Service or the Board, he/she shall appoint an Acting Chief of Police.
- 3.6. Whenever the Chief of Police is on vacation, sick leave or training for fourteen (14) consecutive days or more, he/she shall appoint an Acting Chief of Police.
- 3.7. Whenever the Chief of Police travels outside of North America, and/or plans vacation, sick leave or training for twenty-one (21) consecutive days or more, the advance approval of the Board is required.
- 3.8. An Acting Chief of Police shall be a senior sworn member of the Service of the rank of Superintendent or higher.
- 3.9. Anytime an Acting Chief of Police is appointed, the Chief of Police shall inform the Board and the Service of the name of the incumbent and the duration of the appointment, prior to the commencement of such appointment.
- 3.10. Anytime the Chief of Police intends to be on vacation, sick leave or training for a period of more than six (6) consecutive days but less than twenty-one (21) consecutive days, the Chief of Police shall advise the Chair.



3.11. The Board shall annually evaluate the performance of the Chief of Police, relative to the achievement of objectives and priorities established by the Board, and compliance with Board policies.

4. **Legislative Reference:**

*PSA*, s. 31, 41 (1)

*CSPA*, s. 37, 40, 79

**Attachment:** Chief of Police Evaluation Process & Form



## **Attachment to G06 – Board-Chief Relationship Chief of Police Evaluation Process & Form**

**Chief:** \_\_\_\_\_

**Year:** \_\_\_\_\_

### **Process Notes:**

1. The CGO shall provide the Chief of Police the requisite Evaluation Form prior to the November Board meeting.
2. The Chief of Police shall provide self-assessment comments on the Evaluation Form, along with any suggestions for objectives for the next calendar year, and submit it to the Board Secretary at least one week prior to the November Board meeting.
3. The Board Secretary shall post the Evaluation Form with the Chief's comments and suggestions on the portal for the Board-only November agenda.
4. With consideration of the Chief's submissions, the Board shall complete its Evaluation of the Chief and establish performance objectives for the next year.
5. After the November Board meeting, the Chair with the CGO shall debrief the Chief regarding the Board's Evaluation of the Chief and the performance objectives assigned for next year.
6. The Chief will be invited to respond to the entire Board at the next Board-only meeting (December).



**Part A - Statutory Responsibilities**

		<b>Needs Improvement</b>	<b>Satisfactory</b>	<b>Highly Satisfactory</b>
<b>1. Administers the police service and oversees its operation in accordance with the Board's policies and Strategic Plan.</b>				
	Chief's Comments & examples/evidence:			
	Board Comments: How might performance be improved?			
<b>2. Complies with any investigations conducted by the OIPRD/Complaints Director or the SIU Director and any inspections conducted by the Inspector General.</b>				
	Chief's Comments & examples/evidence:			
	Board Comments: How might performance be improved?			
<b>3. Complies with the lawful directions of the Board.</b>				



	Needs Improvement	Satisfactory	Highly Satisfactory
Chief's Comments & examples/evidence:			
Board Comments: How might performance be improved?			

**Part B - Relationships**

	Needs Improvement	Satisfactory	Highly Satisfactory
<b>4. Maintains positive professional relations with the community, groups within the community, underrepresented populations, and other stakeholders</b>			
Chief's Comments & examples/evidence:			
Board Comments: How might performance be improved?			
<b>5. Maintains positive and professional relations with members of the HRPS</b>			
Chief's Comments & examples/evidence:			



	Needs Improvement	Satisfactory	Highly Satisfactory
	Board Comments: How might performance be improved?		
<b>6. Maintains positive and professional relations with the HPB</b>			
	Chief's Comments & examples/evidence:		
	Board Comments: How might performance be improved?		

**Part C - Annual Performance Objectives**

	Objective not Achieved	Objective Achieved	Objective Achieved & Exceeded
<b>1. Objective A [to be inserted]</b>			
	Chief's Comments & examples/evidence:		
	Board Comments: How might performance be improved?		
<b>2. Objective B [to be inserted]</b>			



	Objective not Achieved	Objective Achieved	Objective Achieved & Exceeded
Chief's Comments & examples/evidence:			
Board Comments: How might performance be improved?			
<b>3. Objective C [to be inserted]</b>			
Chief's Comments & examples/evidence:			
Board Comments: How might performance be improved?			
<b>4. Objective D [to be inserted]</b>			
Chief's Comments & examples/evidence:			
Board Comments: How might performance be improved?			





**Chief's Suggestions for Objectives for Next Year**

A.

B.

C.

D.