Board Self Evaluation

Original Implementation Date	March 2020	Approved by	ВОРС
Date of Last Revision	March 4, 2024	Approved by	ВОРС
Effective Date of Last Revision	March 5, 2024	Approved by	ВОРС

<u>1 - Title</u>

Board of Police Commissioners (BOPC) Self Evaluation

2 - Purpose

This policy is created to allow the BOPC to review its performance as board members every second year. It also gives the Chair, the Legislative Assistant and the Policing Policy Strategist the opportunity to respond to the needs of the members as they perform their duties.

3 - Scope

This policy applies to all seven BOPC members.

4 - Definitions

In the context of this document:

Police Act means the Police Act, S.N.S. 2004, c. 31 as amended

Board means the Halifax Board of Police Commissioners

Chair means Chair of the Board of Police Commissioners

Chief of Police means the Chief of Halifax Regional Police

Chief Superintendent means the Chief Superintendent of the RCMP, Halifax District

Chiefs means the Chief of Police of HRP and the Chief Superintendent of the RCMP

Council means Halifax Regional Council

HRM means the Halifax Regional Municipality

HRP means the Halifax Regional Police

Legislative Assistant means representative of the Municipal Clerk's Office

Member(s) means a member of the Halifax Board of Police Commissioners

RCMP means the Royal Canadian Mounted Police Halifax District

5 - Distribution

Policies may be distributed to all Board of Police Commissioners, CAO, Municipal Clerk, HRM Councillors, the Chiefs and their respective departments, Nova Scotia Association of Police Governance and posted on HRM website with link to HRP website. This list may be expanded as required.

6 - Roles and Responsibilities

- 1. The Board is created by the Police Act, S.N.S. 2004, c. 31 as amended
- 2. All Board members are volunteers with varied personal, professional or community experience
- 3. The Board has support from the Municipal Clerk's office in the role of a Legislative Assistants who provides minutes, organizes meeting space, coordinates correspondence for the Chair and distributes meeting materials in advance of meetings.
- 4. Board members completing the self-evaluation every second year identify potential gaps that the Chair, the Legislative Assistant and the Policing Policy Strategist can address to improve the volunteer experience for all Board members.

7 – Policy Review

This policy should be reviewed every four years and when the *Act* is amended.

8 - Contact

Office of the Municipal Clerk

9 – References

Board self evaluation

Halifax Board of Police Commissioners Self Evaluation

Board Composition, Structure and Effectiveness

		Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know
1.	The Board has an appropriate composite of backgrounds and expertise						
2.	The Board has effectively identified for Regional Council the composite skills it requires to meet its responsibilities and maximize success						
3.	Committees are an effective mechanism for the Board to meet its governance and oversight responsibilities						
4.	The Board has the appropriate committee number, structure and function to support its governance and oversight						
5.	New Board members receive an adequate orientation						
6.	Board members have written and relevant descriptions of their duties						
7.	Board members have the opportunity for ongoing training and/or professional development necessary to fulfill their roles and responsibilities						

Please provide any comments you may have regarding board composition, structure and effectiveness

Meeting Management & External Communication

		Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't know
8.	Board meetings are effective and efficient						
9.	Board materials are received by members with sufficient time for review in advance of meetings						
10.	I feel my views are listened to by other board members at meetings						
11.	Board minutes accurately and adequately reflect the discussions and decisions						
12.	Board meetings are accessible to members of the public						
13.	Attendance levels are board meetings are sufficient						
14.	I feel my views are listened to by other board members at meetings						
15.	The board is an effective link between the police services and the community						
16.	The board actively engages in building relationships with the public, community groups, businesses, Regional Council and other boards						
17.	The public understands the board's role						

Please provide any comments you may have regarding meeting management and external communications

Governance & Financial Oversight

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know
Board meetings are focused on policy and planning issues, not operational matters						
Board meetings and policies provide the Chief with clear guidance						
The Chief advises the board on the operational and cost implications of polices that the board considers						
The Chief keeps the Board informed of important operational matters that impact its deliberations						
The Board is involved in strategic and business planning for the police services						
The Board understands its role and responsibilities in financial oversight						
The types of financial reports received by the Board are adequate for it to discharge its governance duties						
The Board ensures that community perspectives are considered in the budget process						
I understand the distinction between the oversight role the Board regarding the HRP and the RCMP						

Please provide any comments you may have regarding governance & financial oversight

Personnel Functions

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know			
27. Board members foster a productive working relationship with the Chief, Deputy Chiefs and Senior Management									
28. Annually, the board revises expectations, sets measurable objectives and evaluates the performance of the Chief									
29. The Board monitors employee morale and turnover									
30. Board members foster a productive working relationship with staff who support the board									
31. The Board effectively monitors the performance of the Chief.									
32. The Board receives adequate staff support to meet its legislated obligations									
Please provide any comments you may have regarding personnel functions									

Role of the Chief (HRP)

		Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know	
33. The Chief understands, and supports the govern function of the Board	•							
34. The Chief provides com and frank information ar the board								
35. The Chief ensures that involved in decision-maregarding strategic plan	king							
36. The Board is sufficiently the Chief of changes or developments in police and polices before they announced publicly	programs							
37. The Chief supports the profile in the community the board is informed of to important police-relat	by ensuring and invited							
Please provide any comments you may have regarding the role of the Chief (HRP)								

Role of the Chief (RCMP)

		Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know	
and	Chief understands, respects supports the governance stion of the Board							
and	Chief provides complete, timely frank information and advice to poard							
invo	Chief ensures that the board is ved in decision-making rding strategic planning							
the (deve and	Board is sufficiently informed by Chief of changes or Plopments in police programs polices before they are punced publicly							
profi the b	Chief supports the Board's le in the community by ensuring poard is informed of and invited aportant police-related events							
Please provide any comments you may have regarding the role of the Chief (RCMP)								

Role of the Chair

		Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know			
43.	The Chair ensures that board meetings accomplish their objectives									
44.	The Chair encourages participation at board meetings by all, while not allowing any one member to dominate the discussion									
45.	The Chair delegates responsibility appropriately									
46.	The Chair carries out their executive responsibility and does not defer excessively to the Chief									
47.	The Chair is an effective spokesperson for the board									
48.	After direct liaison with the Chief, the Chair ensures that all board members are kept up to date with developments									
Please provide any comments you may have regarding the role of the Chair										

Board Member Performance

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Don't Know			
49. I feel valued and appreciated for the contributions I make to the board									
50. I devote enough time to my role as a board member, both in meetings and in the community									
51. All members carry their weight and share the load.									
52. The board remains focused and true to the priorities in its own workplans without spreading itself too thin									
53. Board members are aware of and conduct themselves in accordance with the Code of Conduct									
54. Board members are respectful of each other									
55. The board is meeting its legislated responsibilities									
Please provide comments on anything that was not covered in this survey or on which you wish to provide further detail									