

Item No. 7.1.7

Halifax Board of Police Commissioners Projects for 2014

1.Orientation Manual: Initiate development of HBPC operations and policy manual for orientation of new members and guide to existing members. Manual will include:

- CAPG background re. Police Board concept.
- Halifax / NS Police Board background.
- Overview of Halifax Integrated Policing model (as per CAPG presentation by RCMP).
- HBPC legislative framework.
- HBPC accountabilities in response to legislation and proposed monthly work plan.
- Reference to NS Department of Justice on line training.
- Overview or HRP and RCMP organization charts, governance structures, HRM geographic responsibilities, and staffing.
- HRP budget overview.
- Operations orientation including, but not limited to: RCMP / HRP facility tours, ride alongs, Comstat attendance and overview of vehicle / equipment / force continuum capabilities.
- Information regarding HRM Human Resource performance management and assessment process.

2.Planning:

Review HRP Strategic Plan results of June, 2014 consultations and proposed action to ensure that plan reflects community needs

and is appropriate to use as a basis for annual planning, performance management and budget preparation.

3.Commission Agenda Format Additions

- Welcome to guests / observers and introductions, as appropriate.
- Update overview regarding new operational policies and practices of HRP and RCMP.
- Annual review of specific staff discipline regarding RCMP and HRP.
- Review of HRP complaints brought to attention of Review Board.
- Quarterly status of progress regarding annual plan objectives for HRP and RCMP.

4 Clairmont Report:

Discuss recommendations and next steps including HBPC role, and response process / timeframe.

5.Public Safety Officer and Youth Advocate Program

Clarify reporting relationship of PSO, YAP and Souls Strong Program.

6. Website: Update website information regarding HPC role , membership, new Chair, work plan. public feedback process and contact information.

7.Contract Negotiations. Receive copy of HR Police union collective agreement. Receive briefing on management and union proposal and developments during negotiations that impact either effective policing or budget.

8. Planning: Attend CAPG national meeting in Halifax and discuss Board work planning with others.

Halifax Board of Police Commissioners Annual Work Plan

September

1. Budget: Board Representative and Chief meet with Board to discuss budget pressures for next fiscal year.
2. Planning: Discuss results of discussions with others at the CAPG meeting.
3. Planning: HRP engages staff regarding annual plan objectives for next fiscal year based on approved Strategic Plan.

October

1. Budget: Board Representative meets with HRP staff to assist with Budget preparation as may be required or requested.
2. Planning: Quarterly review of progress on HRP and RCMP annual plans.

November

1. Budget: Chief presents draft budget to Commission for consideration and approval.
2. Budget: Board ensures that budget provides for proper provisioning of HRP in areas of accommodation and material

December

- 1 Chief prepares budget for submission to Council.

January

- 1.Budget: Chair submits HBPC budget to council for approval.
- 2.Planning: Quarterly review of progress on HRP and RCMP annual plans.
- 3.Budget: Chair reviews HBPC budget requirements for next fiscal year with Commissioners.
- 4.Staff Discipline :Receive information regarding specific staff discipline for previous calendar year.

February

- 1.Budget : HRP budget presented to Council for approval. Chair provides introduction. Chief reviews budget details and responds to content questions.
- 2.Budget: Budget is adjusted by percentage or dollar amount as required by Council and returned to Board.
3. Budget: HBPC consults with Chief to ensure that HRP annual plan expectations are consistent with the approved budget level.
4. Budget: Chair presents proposed HBPC budget for next fiscal year to Council, if required.

5. Planning: Chief submits draft performance targets related to Commission evaluative oversight to Chair for the next fiscal year based on annual plan for that year.

6. Planning: Chair consults with CAO to review Chief's proposed Commission related performance targets to promote consistency and avoid overlap/ duplication between targets that will be evaluated by the Commission and those that will be evaluated by the CAO.

March

1. Planning: Board reviews and approves Commission related performance targets for Chief for upcoming year.

2. Planning: Chief ensures that HRP annual plan objectives are included in performance targets of senior staff and that the plan is communicated to all HRP staff.

3. Planning: Review RCMP and HRP year end reports regarding achievement of objectives for current fiscal year.

4. Budget: Support RCMP Annual Reference Level Update (ARLU), as appropriate, in budget discussions with Province.

5. Performance Evaluation: HBPC provides comments to the RCMP Commanding Officer to support annual appraisal of OIC.

April

1. Performance Evaluation: Chief provides Chair with self evaluation of performance related to Commission evaluation targets of previous assessment year.

2.Performance Evaluation: Chair shares Chief's self evaluation with Board, discusses performance evaluation of Chief with Board and obtains Board views.

3. Performance Evaluation: Chair discusses performance evaluation of Chief with CAO to promote consistency of approach.

May

1. Performance Evaluation: Chair prepares draft evaluation and reviews it with Board.

2.Performance Evaluation: Chair completes performance evaluation of Chief based on a majority consensus of Board views.

3.Performance Evaluation: Chair meets with the Chief to review Chief's performance Evaluation and provides a copy to the Chief..

4.Performance Evaluation: Chair provides Commission performance appraisal to CAO for inclusion in overall assessment of the Chief and provides advice, as required, regarding Chief's professional development.

June

1.Planning / Community :Conduct, on alternate years, a world cafe style community partners forum to review the relevance of Strategic Plan

2.Planning / Community: Meet with selected youth group to discuss and review relevance of Strategic Plan as it pertains to youth.

5.Community: Conduct annual community based meetings within policing districts appropriate to HRP and the RCMP based on a process and schedule appropriate to such areas.

July

1.Planning: Commence discussion of HRP and RCMP annual plan requirements for next fiscal year.

2.Planning: Quarterly review of progress regarding HRP and RCMP annual plans.

August

1.Budget : Board representative meets with Chief and HRP staff ,as required, to review budget pressures related to Strategic and annual plan for next fiscal year.