

Policy Type: **GOVERNANCE PROCESS**

Policy Title: **Monitoring the Performance  
of the Chief of Police**



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### **Policy Statement**

The Board recognizes that monitoring the performance of its Chief of Police is an essential governance responsibility. By establishing objectives for the Chief of Police, and reviewing and evaluating the progress on the achievement of these objectives, thoroughly and systematically, the Board is advancing effective and accountable policing and fulfilling its legislated authorities.

This policy establishes the performance planning and review process for its Chief of Police that promotes individual and organizational excellence and increases mutual understanding and communication between the Board and the Chief of Police. By adopting and implementing a system that encourages exceptional performance, the Board is also communicating expectations to all members of the DRPS and to those who aspire to future leadership positions, including at the level of Chief of Police.

### **Policy Application**

1. The Performance and Development Plan for the Chief of Police will be developed on an annual basis and will align with the Strategic Plan for the Durham Regional Police Service, policies adopted by the Board, and any other key priorities set by the Board. The Plan will also include any key learning/development opportunities for the Chief of Police.
2. Additionally, less formal but progressive periodic discussions will occur with the Chief of Police as necessary throughout the annual review period, to keep abreast of performance and provide an opportunity for mutual input.
3. Upon appointment, and at the beginning of each year thereafter, a Performance and Development Plan for the Chief of Police shall be jointly drafted by the Chief of Police and the Board. The following define the steps associated with the defining the performance objectives and evaluation.
  - a. Six weeks before the end of the annual evaluation period, the Chief of Police shall submit to the Police Services Board Chair a completed Chief of Police Performance Evaluation form, based on the Performance and Development Plan established at the beginning of the cycle. The Evaluation shall be distributed to all Board members.

- b. Upon receiving the Performance Evaluation from the Chief of Police, the Board members shall complete the relevant sections of the Evaluation. The documents shall be delivered to the Board Chair, who shall review and compile one Performance Evaluation for the Chief, incorporating comments received from Board members. The Chair shall also prepare a Performance and Development Plan for the coming year, incorporating input received from Board members.
  - c. Once the Chair's Performance Evaluation has been completed, it shall be discussed with the Board members at a "Board only" meeting. Board members shall also discuss the Performance and Development Plan for the upcoming year.
  - d. Following the meeting, the Chair and Vice-Chair shall meet with the Chief of Police to discuss the Evaluation, and shall provide the Chief of Police with a draft of the Performance and Development Plan for the next evaluation period. The Chief of Police shall provide input into the Plan for the upcoming year.
  - e. The Chair shall report back to the Board on the meeting with the Chief of Police and seek final approval for the Performance Evaluation and the Performance and Development Plan.
  - f. The Board or Chief of Police may revisit the Performance and Development Plan during the year due to changing circumstances.
4. In conducting its review of the performance of the Chief of Police, there are several sources the Board may refer to such as: reports on the progress of the Strategic Plan and associated key performance indicators; audits conducted by the Ministry of the Solicitor General; monitoring reports on the Board's policies; '360 degree' reviews from individuals working closely with the Chief, including stakeholders in the community; and environmental scans including public surveys of community satisfaction.
5. The Performance Evaluation will be used as a basis on which to determine the remuneration and working conditions of the Chief of Police.
6. The Board retains the authority to meet with the Chief of Police to discuss performance outside the parameters of this policy as may be required.

## **Reporting**

Compliance with this policy will be demonstrated by the submission and completion of the relevant documentation on an annual basis.