

<b>Effective:</b> November 30 <sup>th</sup> , 2007	<b>Revised:</b> January 22, 2009
<b>Repealed:</b>	October 22, 2009
	January 21, 2010
	June 29, 2010

### **1.1.1 GOVERNANCE COMMITTEE TERMS OF REFERENCE**

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The Edmonton Police Commission's Governance Committee is created by and responsible to the Edmonton Police Commission.

#### Procedures:

#### 1. Mandate of the Governance Committee.

- a. The Governance Committee is responsible for all issues related to governance of the Commission including:
  - i. recommending changes to the **Commission's** Policies and Procedures Manual ~~of the Commission~~;
  - ii. recommending suggested changes to the **Commission's** meeting format ~~of the Commission~~;
  - iii. annually evaluating the Commission;
  - iv. **coordinating the Commission's strategic and operational planning**;
  - v. dealing with all matters referred to it by the Commission.
  
- b. **The Governance Committee shall monitor, give advice and make recommendations on behalf of the Commission with respect to all strategic and significant human resource matters and policies of the Edmonton Police Commission. Without limiting the generality of the foregoing the Committee shall:**
  - i **develop, implement and monitor policies in the area of labour relations, compensation, benefits, administration, succession planning, management and occupational health and safety for the Edmonton Police Commission and the Edmonton Police Service;**
  - ii. **review and recommend human resources policies to the Edmonton Police Commission;**
  - iii. **review strategic key performance indicators as they relate to human resource performance;**

- iv. reviewing and making recommendations to the Commission regarding appointment of the Chief of Police of the Edmonton Police Service and his/her contract terms, as per Policy 2.1.1;
- vi. conducting and making recommendations to the Commission regarding the annual performance appraisal of the Chief of Police and the Executive Director of the Edmonton Police Commission; and,
- vii. annually reviewing and making a recommendation on ratification of remuneration packages including wages and bonuses:
  - 1. for Commission staff; and,
  - 2. for the Deputy Chiefs of Police, as per Policy 2.1.2

2. Composition of the Governance Committee.

- a. At its first meeting of the year, the Governance Committee shall designate one of the appointed members to be the Chair of the Committee for that calendar year.
- b. ~~A member of the staff of the Commission will~~ The Executive Director of the Commission and the Chief of the Edmonton Police Service shall provide management support to the Governance Committee.

3. Meetings of the Governance Committee.

Meetings will be held as scheduled by the Commission, at the call of the Chair, or on written request by a majority of members of the Committee.

Reference:

- 1. Edmonton Police Commission Policy 2.1.1 – Appointment of the Chief of Police.
- 2. Edmonton Police Commission Policy 2.1.2 – Appointment of Deputy Chiefs of Police.