

# OTTAWA POLICE SERVICES BOARD

## 2015 BOARD WORK PLAN

The Ottawa Police Services Board is responsible for the provision of adequate and effective police services in the municipality. For 2015, its work plan consists of the responsibilities listed below. In addition to the tasks noted, the Board holds regular meetings each month except August.

[illegible]

<b>RESPONSIBILITIES</b>	<b>Jan.</b>	<b>Feb.</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug.</b>	<b>Sept.</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Notes</b>
13. Hold Public Interest meetings in collaboration with OPS as required													
14. Schedule OPS presentations at Board meetings as required													
15. Issue Board Quarterly Newsletter			X			X			X			X	
16. Provide input into annual Audit Plan (FAC)				X									
17. Provide input into the development of fiscal policies, objectives & priorities (FAC)				X									
18. Review annual budget for consistency with the OPS long range financial plans (FAC)						X							
19. Review annual budget development process and guidelines, & make recommendations for revisions. (FAC)						X							
20. Review and approve budget guidelines and timetable									X				
21. Table draft Budget										X			
22. Review & approve OPS budget											X		
23. Develop 2016 Board work plan (P&G)											X		
<b>Evaluating &amp; Monitoring Performance</b>													

FAC = Finance and Audit Committee  
 P&G = Policy & Governance Committee  
 HR = Human Resources Committee  
 CC = Complaints Committee

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1. Track activities of Board	X	X	X	X	X	X	X	X	X	X	X	X	
2. Report on 2014 Board Activities, Training & Performance	X												
3. Review activities of Police Service through Annual Report (incl. Use of Force & Asset Management)			X										
4. Review remuneration for Executive positions	X												
5. Review performance in achieving Business Plan	X						X						
6. Receive quarterly reports on the administration of the complaints system.				X			X			X			
7. Review 2014 annual report on administration of the complaints system.				X									
8. Receive quarterly reports on the finances of the organization.				X			X			X			
9. Review 2014 annual Financial Status report				X									
10. Review quarterly reports on Legal Services		X		X			X			X			
11. Review quarterly reports on Labour Relations (In Camera)	X			X			X			X			
12. Review quarterly reports on Workforce Management	X			X			X			X			
13. Receive quarterly reports on Board Monitoring Requirements	X			X			X			X			
14. Review quarterly reports on	X			X			X			X			

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OPS performance													
15. Receive annual report on Appointments made under <i>Interprovincial Policing Act</i>	X												
16. Receive annual report on Board Policy CR-1: Positive Workplace		X											
17. Receive annual report on Quality Assurance Unit, including compliance with Ministry standards.		X											
18. Review annual report on Audit Plan					X								
19. Receive annual report on Board Policy CR-7: Workforce Management (Divided into 3 separate reports): a) Promotion Process b) Tenure Program c) Non-Executive. Succession Plan (incl. in Q4 Workforce Mgmt report)			X	X									
20. Receive annual report on Board Policy CR-6: Public Consultation									X				
21. Receive annual report on Executive Succession Planning												X	
22. Review performance of Chief, Deputy Chiefs and Director General.												X	
23. Review annual report on Board discretionary funding												X	

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24. Receive annual report on Secondary Activities												X	
25. Conduct mini Board performance review												X	
<b>Miscellaneous</b>													
1. Collective bargaining with OPA		X	X	X									
2. Collective bargaining with SOA	X	X	X										
3. Attend OAPSB Conference – Toronto, May 27-30					X								
4. Attend CAPB Conference – York Region, Aug. 27-29								X					
5. Attend Zone 2 Fall meeting in Ottawa									X				
6. Do promotional video for 2016 CACP / CAPG Conferences to show at 2015 conference					X	X	X						
7. Plan for 2016 CAPG Conference					X	X	X	X	X	X	X	X	

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