

POLICY TITLE: Governance: Role and Responsibility	POLICY NUMBER: GOV- 001
DATE APPROVED: 19/12/2023	
DATE(s) REVIEWED:	DATE TO BE REVIEWED: 2025
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LEGISLATION:	
RELATED PROCEDURES/POLICY:	

POLICY STATEMENT

In this policy:

“Board” means the Thunder Bay Police Service Board.

“Secretary” means Board Secretary.

“Chair” means the Chair of the Board and, in their absence, the Vice-Chair of the Board.

“Chief of Police” means the Chief of the Service.

“Service” means the Thunder Bay Police Service

“Thunder Bay” means the City of Thunder Bay and any neighbouring community(ies) for which the Service is responsible for policing.

PURPOSE

It is the policy of the Thunder Bay Police Service Board with respect to the roles and responsibilities of the Board and the Chief of Police that:

- a) In accordance with governing legislation¹, the Board’s responsibilities include:
 - i. ensuring that adequate and effective police services are provided in Thunder Bay.

¹ The *Police Service Act* is the governing legislation as of the adoption of this Policy. It is expected that the *Community Safety and Policing Act* will soon replace the *Police Services Act*. This statement of responsibilities is intended to reflect and be consistent with both Acts.

- ii. establishing policies for:
 - a. the effective management of the Service.
 - b. the provision of adequate and effective policing in accordance with the needs of the population of Thunder Bay.
 - c. the handling of discipline within the police service.
 - iii. directing the Chief of Police as permitted by the governing legislation and monitoring and reviewing the performance of the Chief of Police.
 - iv. monitoring the handling of discipline within the Service by the Chief of Police.
 - v. the establishment of a strategic plan for the provision of police services in Thunder Bay which includes the objectives, priorities and core functions of the Service².
- b) In fulfilling its responsibilities, the Board will consult with the Chief of Police in order to obtain their perspective and insight.
- c) In accordance with governing legislation, the Chief of Police is responsible:
- i. to administer the Service and oversee its operations effectively and efficiently, in accordance with the Board's objectives, priorities, policies and strategic plan.
 - ii. for operational decisions and the day-to-day operation of the Service including specific investigations, the conduct of specific operations and the discipline of specific police officers.
 - iii. to ensure that the Service reflects the communities it serves.
 - iv. to provide the Board, as required, with information and advice so that the Board can fulfil its responsibilities to establish its objectives, priorities, policies and strategic plan.
 - v. to report to the Board, quarterly and annually, in respect of the Service's attainment of the Board's objectives, priorities, policies and strategic plan.
 - vi. to comply with the Board's lawful directions, which will be given in writing and recorded in the Board's minutes.

POLICY/PROCEDURE

- a) The Board is entitled to receive information from the Chief of Police about, and to provide advice in respect of, operational decisions and the day-to-day operation of the Service. The Chief of Police is responsible to provide information and consider the advice that is

² Under the *Police Service Act*, this responsibility is not described in the context of the strategic plan but rather as a responsibility to "generally determine, after consultation with the chief of police, objectives and priorities with respect to police services in the municipality".

provided. The Chief of Police is not required to accept advice or direction in respect of specific operational decisions and the day-to-day operation of the Service.

- b) The Chair and the Chief of Police are responsible to maintain a collaborative and respectful relationship with each other and to share information and advice between Board meetings as may be appropriate. The Chair will periodically report to the Board in respect of shared information and advice. While the Chair may provide advice to the Chief of Police, the Chair does not have the authority to direct the Chief of Police which authority is reserved to the Board.