

Edmonton Police Commission Member



The Edmonton Police Commission (the Commission) is committed to making Edmonton a safe and vibrant city today and in the future. The Commission oversees the police service ensuring professional and ethical policing to the citizens of Edmonton. The Commission creates an essential balance between public accountability and police independence. Through the Chief of Police, the Edmonton Police Service (EPS) is held responsible by reporting organizational performance to the Commission, a non-political body appointed to represent the citizens of Edmonton.

Established under the Police Act, the Commission serves as an important link between the police service and the municipal and provincial levels of government. While the Commission is appointed by and accountable to City Council, the Commission functions as an independent governance and oversight body. The Commission is comprised of a maximum of 11 members, two of whom may be Councillors or employees of the City. At a strategic level, the Commission recognizes that policing is dynamic and must be responsive to emergent community needs and crime trends. The joint success of the Commission and the EPS will be measured by the suppression of crime, a reduction in disorder, an increase in traffic safety and a high level of public confidence in the EPS.

The Edmonton Police Commission is committed to three strategic priorities:

- Setting the annual EPS policing plan
- Creating conditions for the successful implementation of the policing plan
- Providing oversight of the EPS, consistent with the values and priorities of the community

The achievement of these strategic priorities directly aligns with the four goals of the Edmonton Police Service:

- Commitment to Professionalism
- Reduced Crime and Victimization
- Investigative Excellence
- Increased Efficiency and Effectiveness

The Vision

The Edmonton Police Commission's vision echoes that of the Edmonton Police Service: To make Edmonton the safest major city in Canada and for the Edmonton Police Service to be recognized as a leader in policing.

The Mission

Given the unique roles, the Commission's mission is different but complementary to that of the EPS: To increase public safety through independent governance and civilian oversight of the Edmonton Police Service.

Scope and Accountabilities

The Edmonton Police Commission is a legislated public body established under the Police Act and City of Edmonton Bylaw 14040.

Commission Role

The Edmonton Police Commission provides civilian oversight and governance of the Edmonton Police Service.

In carrying out its civilian oversight responsibility, the Commission shall do the following:

- allocate the funds that are provided by Council
- establish policies providing for efficient and effective policing
- issue instructions, as necessary, to the Chief of Police in respect of the policies ensure that sufficient persons are employed for the purpose of carrying out the functions of the police service

Commission Responsibilities

- In consultation with the Chief of Police, the Commission prepares estimates of all money required for the fiscal year and a yearly plan specifying the level of police service and programs to be provided in respect of the municipality. The estimates and plans are submitted to Council
- The Council is responsible for the total Police Service budget and the Commission is responsible for allocation of funds within the budget
- Subject to the ratification of Council, the Commission appoints the Chief of Police
- The Commission provides orders to the Chief only
- The Commission shall designate a person as a Public Complaint Director
- The Commission may conduct an inquiry into the Police Service or the actions of a police officer or a (civilian) employee of the Police Service
- With the consent of the Chair of the Commission, the Minister may direct an officer to serve in any part of Alberta
- The Commission appoints police officers and may delegate the appointment of officers to the Chief
- The Commission may terminate an officer for reasons other than disciplinary ones, subject to any applicable collective agreement
- The Commission may establish territorial jurisdiction of any police officer or the Police Commission
- The Commission may dismiss a complaint if it appears to the Commission that the complaint is clearly frivolous, vexatious or made in bad faith
- The Commission shall review appeals of complaints as to the policies of or services provided by the Police Service and take whatever it considers appropriate The Chief of Police is accountable to the Commission for:
 - the operation of the Police Service

- the manner in which he carries out his responsibilities under subsection
- the administration of the finances and operations of the Police Service in accordance with the yearly plan
- reporting to the Commission, any information about the activities of the Police Service that the Commission requests, other than information about individual investigations or intelligence files
- reporting to the Commission of any complaint made against the Police Service or its members and the manner in which the complaint is resolved
- Complaints about the Chief must be referred to the Chair of the Commission
- The Chair of the Commission refers complaints about the Chief to the Commission
- The Chief of Police and the Chair of the Commission shall, where appropriate, offer alternative dispute resolution to the complainant and police officer prior to commencing a formal investigation
- The Commission may attempt to informally resolve a complaint with respect to the actions of a Chief of Police at any time before or during the investigation
- Where a police officer is suspended without pay, the Chief of Police must have that direction confirmed by the Commission within 30 days

Commission Opportunities and Challenges

- Ensuring the Edmonton Police Commission and the Edmonton Police Service are transparent and accountable to the public as determined by the Police Act
- Generating public confidence in the commitment of the Commission as an oversight body to provide an appropriate level of scrutiny
- Providing effective oversight of the Edmonton Police Service without interfering with operational matters
- Screening the Police Service from direct partisan political demands by mediating between the requirements of public accountability and those of police independence
- Educating the public about the role of the Police Commission
- Practicing informed decision making in a complex environment
- Balancing community expectations for enhanced policing with fiscal realities

Term of Office

- The term of office for a person appointed to the Commission is two (2) years;
- City Council reviews reappointments following the member's term, in consultation with the Chair of the Commission;
- Members can serve a maximum of six (6) consecutive years; and
- All members are required to sign an Oath of Office upon appointment.

Time Commitment

Members spend about 30-50 hours per month on Commission business, which can increase substantially depending on the circumstances. The Commission meets on a monthly basis. The regular meetings are usually held on the third Thursday of every month. The session normally begins at noon and ends by 6:00

p.m. If required, supplementary meetings are held.

The standing committees include Finance & Audit, Governance and Professional Standards. The Finance & Audit and Governance Committees meet monthly; Professional Standards meets bi-monthly. Members are assigned to committees and are expected to attend committee meetings to which they are assigned.

Briefing sessions are held quarterly with City Council. The Commission also responds to requests to speak at various community events and attend community meetings. Commission members are expected to attend a variety of conferences, seminars, workshops, training sessions, and Edmonton Police Service functions.

Compensation

Commission members are compensated with honourarium for duly recognized meetings of the Commission or its committees and other activities as set out in the honourarium policy. Compensation is fixed by Council.

Members receive \$150 for meetings under 3 hours; \$300 for meetings over 3 hours. Members are also compensated for expenses reasonably incurred in the course of doing business on behalf of the Commission.

Commission Training and Development

The Edmonton Police Commission recognizes the importance of pursuing excellence in governance through appropriate orientation and an ongoing commitment to training, education and development, and has adopted this policy to formalize training and ongoing learning requirements for its members.

In order to facilitate ongoing education and development, each Commissioner has access to funding to attend conferences, seminars, workshops or other educational opportunities directly related to their responsibilities.

Commission Member Competencies

To achieve its mandate of providing sound governance and oversight to the Edmonton Police Service, individual Commission members must possess the values, skills, abilities and experience necessary to fulfill their role. To ensure qualified, competent candidates are recruited and selected, the Commission has adopted a Competency Matrix that sets out the required attributes the Commission believes candidates need to possess.

Experience

- Working knowledge in one or more of the following areas:
 - Business management
 - Finance / budget
 - Legal
 - Governance
 - Strategic planning

- Risk management / audit
- Municipal / provincial government
- Communications
- Human resources / labour relations
- Information technology
- Significant, practical management experience in a corporate business environment
- Knowledge and experience in governance bodies or board operations responsible for a large organization
- Experience in a large organization with diverse employees, preferably in a professional and union blended setting
- Experience in public accountability and scrutiny in political setting
- **A legal background with governance experience would be an asset**

Knowledge

- Knowledge of the role, responsibilities and accountabilities of a police commission and police service
- Knowledge of public safety and law enforcement issues Edmonton's social and cultural environments and community issues
- Knowledge of community development, outreach or leadership

Abilities

- Strategic decision making and critical problem solving
- Shape a vision and develop strategies to achieve desired results
- Identify risks and assess the capacity to manage those risks
- Consensus building, conflict resolution and negotiation
- Encourage and promote others to contribute in decision making
- Work effectively with individuals and diverse groups
- Effectively advocate within one's role
- Considers multiple and sometimes conflicting points of view and draws conclusions from those views for the common goal
- Results oriented; sets appropriate goals and monitors achievement of those goals
- Makes good decisions based on analysis of the available information and a mixture of wisdom, experience and judgment

Personal Suitability

- Demonstrates integrity and high ethical standards
- Values diversity
- Strong public service orientation; is dedicated to delivering service excellence through values of fairness and respect in an effort to build partnerships and long term relationships;
- Open to new and different ideas and approaches and to change
- Appreciates the necessity of working together
- Believes that diversity of opinion is healthy

- Committed to moving the goals of the organization and Commission forward
- Able to meet time commitments of the Commission
- Willing to participate in ongoing training and development
- Individuals reflective of the diversity of the citizens of Edmonton

To Apply

Applicants will be asked to do the following in complete confidence:

- Respond to pre-qualifying questions
- Submit a letter of intent summarizing the value and contribution they will provide to the Commission
- Submit a current resume outlining their career, board and volunteer history and progression
- Submit three letters of reference that can be contacted for further reference
- Complete an online attributes assessment

NOTE: Applicants must be 18+ years of age and must be a resident of the City of Edmonton. A successful enhanced security clearance, criminal records check and reference investigations will be requested of applicants being shortlisted for interview.

We are an equal opportunity employer.

We welcome diversity and encourage applications from all qualified individuals.

Posting Expiry: Midnight September 25, 2016

For further information, please contact Margaret Blair at 780-496-1588 or Nigel Brown at 780-496-6873 or via email at executive.recruitment@edmonton.ca.