



WOODSTOCK POLICE SERVICE BOARD POLICY

Subject:	Board Member Planning and Performance Assessment
Policy Number:	WPSB-004
Effective Date:	October 8, 2024
Reviewed:	
Amended:	

Authority/Legislative Reference

Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1

Policy Statement

The Woodstock Police Service Board (the "Board") is dedicated to ensuring that its members contribute effectively to the governance and oversight of the Woodstock Police Service (the "Service"). To facilitate this, a structures process for self-evaluation and performance assessment shall be established.

Policy Application

1. At the October Board meeting, the Board Chair shall distribute self-evaluation materials to all Board members. These materials will include a self-assessment questionnaire designed to evaluate individual performance, contributions, and adherence to Board responsibilities. The self-evaluation shall address aspects such as attendance and participation in meetings, engagement in discussions and decision-making, compliance with legal and ethical standards, contribution to strategic planning and policy development, and collaboration and teamwork.

2. Board members shall complete and return the self-evaluation in advance of the November Board meeting. The completed self-evaluations shall be reviewed collectively during a debriefing session at the November meeting. During this session, the Board Chair will lead a discussion on the self-evaluations, focusing on key finding and individual feedback, areas of strength and opportunities for improvement, recommendations for professional development or additional support, and strategies for enhancing Board performance and effectiveness.
3. Confidentiality shall be maintained throughout the process. Self-evaluations and related discussions will be handled with discretion, and any sensitive information will be managed in accordance with privacy regulations. The feedback from these evaluations will be used constructively to support both individual and collective growth.
4. This policy and self-evaluation materials shall be reviewed annually or as required by changes in legislation or organizational needs, with revisions made as necessary to ensure it remains effective and current.