

Stakeholder Engagement

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Date of Last Revision	September 17, 2018	Approved by	Commissioner Steve Craig, Chair
Effective Date of Last Revision	September 17, 2018	Approved by	Commissioner Steve Craig, Chair

1 - Title

Stakeholder Engagement Policy

2 - Purpose

This policy outlines how the board will engage with stakeholders both external and internal. This is in support of the board's objectives of being citizen focused, integrated with the RCMP and HRP and collaborative in nature.

3 - Scope

The Halifax Board of Police Commissioners is established as an independent authority pursuant to the *Police Act*. The Board has dual roles: provide civilian governance to the Halifax Regional Police (HRP) on behalf of Halifax Regional Council (Council) (s. 55) and function as a Police Advisory Board regarding the Royal Canadian Mounted Police (RCMP) in its role as a contractual policing service with the Halifax Regional Municipality. (s. 68(1)).

4- Definitions

In the context of this document:

Police Act means the *Police Act*, S.N.S. 2004, c. 31 as amended

Board means the Halifax Board of Police Commissioners

Chiefs means the Chief of Police of HRP and the Chief Superintendent of the RCMP

Council means Halifax Regional Council

Halifax Board of Police Commissioners means the Board created by the *Police Act*, S.N.S. 2004, c. 31 as amended

HRM means the Halifax Regional Municipality

HRP means the Halifax Regional Police

Member(s) means a member of the Halifax Board of Police Commissioners

RCMP means the Royal Canadian Mounted Police Halifax District

5 - Distribution

Policies may be distributed to Halifax Board of Police Commissioners, CAO, Municipal Clerk, Council, the Chiefs and their respective departments, Nova Scotia Association of Police Governance and posted on HRM website with link to HRP website. This list may be expanded as required.

6 – Scope of Stakeholder Engagement

Background and Purpose

1. The Board objectives include being citizen focused, integrated with the RCMP and HRP and collaborative in nature. As part of these objectives the board recognizes that engagement with stakeholders to create awareness of the board and its purpose is an important component.
2. The purpose of stakeholder engagement is to create awareness of the Board and its role and responsibilities. Engagement is not intended to replace, or assume the responsibility for, existing functions, processes or policies with respect to the Chiefs, Council, HRM, HRP, RCMP or others. The Board will respect the existing framework, and refer topics raised during stakeholder engagement activities to these bodies as appropriate.
3. Stakeholder engagement will be included as part of the Board’s Strategic Plan and Annual Work Plan.
4. When participating in stakeholder engagement activities, Board members are acting for the Board and will adhere to all Board legislation, policies, statements, and other directives, such the *Police Act*, Mission, Vision and Guiding Principles and confidentiality requirements.
5. All Members are strongly encouraged to participate in stakeholder engagement activities as part of their role on the Board.

Stakeholders

1. This policy applies to all stakeholders of the Board, both internal and external.
2. Internal stakeholders include HRM, HRP, RCMP, Council, municipal agencies and commissions and other employees of the municipality.
3. External stakeholders include citizens of HRM, and the groups, committees, associations, centers and organizations to which they belong, as well as local, regional and national organizations involved in police governance and policy.
4. The Board will collaborate with internal stakeholders to identify opportunities for Board participation, including, but not limited to, internal meetings, communications (e.g., social media), community events (e.g., parades) and other activities. Attendance or participation by the Board will be by mutual agreement.

5. The Board will look for opportunities to work with external stakeholders through personal and professional networks, existing collaborations, relationships with community groups and its work with similar organizations on a regular basis.

Reporting and Accountability

1. Members will inform the Board of any stakeholder engagement activities they intend to participate in, and provide an update to the Board after participating.
2. Information on stakeholder engagement will be provided to the Board by email, meetings and as part of the annual work plan update. This will enable appropriate tracking and monitoring of stakeholder engagement activities.
3. Board members will not participate, in an official capacity, in any stakeholder engagement the Board or the Board chair determines to be inappropriate for or detrimental to the Board.

7 - Effective Date

Date adopted.

8 - Policy Review

This policy should be reviewed every four years and when the *Act* is amended.

9 - Contact

Office of the Municipal Clerk

10 – Attachment

None