

BRIEFING REPORT

REPORT TOPIC: Accountability and Resulting Relationship between Council, Registrar, CEO, and Staff (CSR 3-04)

REPORT TO: Council Governance Committee

REPORT FROM: Governance Committee

DATE: October 1, 2018

REPORT PURPOSE:

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| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Decision-Making - Policy Development/Enhancement/Regular Review/Approval <ul style="list-style-type: none"> <input type="checkbox"/> Ends Policy <input type="checkbox"/> Operational Boundaries Policy <input checked="" type="checkbox"/> Council-Staff Relationship Policy <input type="checkbox"/> Governance Process Policy <input type="checkbox"/> Council Implementation of Policy <ul style="list-style-type: none"> <input type="checkbox"/> Council-Staff Relationship Policy <input type="checkbox"/> Governance Process Policy | <ul style="list-style-type: none"> <input type="checkbox"/> Monitoring of Registrar, CEO Report <ul style="list-style-type: none"> <input type="checkbox"/> Ends (critical outcomes) Achievement <input type="checkbox"/> Operational Boundaries Compliance <input type="checkbox"/> Council Linkage Report <input type="checkbox"/> Incidental Report <ul style="list-style-type: none"> <input type="checkbox"/> Registrar, CEO <input type="checkbox"/> Council President <input type="checkbox"/> Other: Briefing Report |
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BACKGROUND

The policy topic “Accountability and Resulting Relationship between Council, Registrar, CEO, and Staff” falls under the Council-Staff Relationship policy quadrant. It is consistent with and a further interpretation of that higher level policy, the “Global Council-Registrar, CEO Relationship Policy” approved by Council on October 2, 2017. This policy is designed to clarify the accountability of Registrar and the resulting connection between the Council, the Registrar, CEO, and the staff. The Governance Committee briefly discussed this policy in the fall of 2017 and agreed that it is an appropriate clarification of these relationships and of the accountability delegated to the Registrar, CEO.

The Council does not currently have a policy on this topic. Figure 1 is a draft of the policy that was reviewed and was fine-tuned by that Committee at its September 2018 meeting.

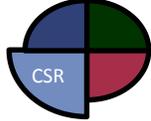
Council Members are asked to review and prepare any questions and comments to bring forward at the October COO Council meeting.

RECOMMENDED MOTION

That the COO Council approve the new CSR 3-04 Council-Staff Relationship Policy as current and relevant.

**FIGURE 1
DRAFT POLICY FOR REVIEW**

FOR DISCUSSION

POLICY TITLE: COUNCIL-STAFF RELATIONSHIP POLICY	POLICY SECTION: COUNCIL-STAFF RELATIONSHIP	POLICY NO: CSR-3-04	
APPROVED BY: COUNCIL	REGULAR COUNCIL POLICY REVIEW FREQUENCY: EVERY 4 YEARS	MONITORING OF COUNCIL COMPLIANCE WITH POLICY CRITERIA FREQUENCY: EVERY 2 YEARS	
DATE APPROVED: <ul style="list-style-type: none"> Ready for discussion at the September 10, 2018 Governance Committee meeting and possible approval at the October 2018 Council meeting 	PRESIDENT'S SIGNATURE:		
DATE REVIEWED / REVISED:			

The Registrar, CEO is the Council's only link to operational achievement and conduct, such that all authority and accountability of staff, as far as the Council is concerned, is considered the authority and accountability of the Registrar, CEO.

Accordingly:

1. The Council will not give instructions to any staff other than the Registrar, CEO, unless the staff member is representing the Registrar, CEO as delegated by the Registrar, CEO.
2. The Council will not evaluate, either formally or informally, any staff other than the Registrar, CEO. Note: Council Members can inform the Registrar, CEO if in their opinion some staff service is not being well executed.
3. In addition, the Registrar, CEO may request that Council provide feedback regarding staff performance generally.