



# REPORT

To: Chair and Directors

Report Number: ADM-BRD-001

From: Tyra Henderson, Corporate Officer

Date: March 27, 2020

**Subject: Directors Code of Conduct Policy Amendment**

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## **RECOMMENDATION: [Corporate Unweighted]**

That the Regional Board adopt the amended Directors Code of Conduct Policy, which:

1. Clearly requires respectful behaviour from anyone in attendance at PRRD meetings;
2. Adds a reporting mechanism for alleged breaches of the policy;
3. Clarifies that the policy applies to Directors not only during official Board meetings but at all times where they are representing the PRRD; and
4. Adds clarity around delegating work to staff.

## **BACKGROUND/RATIONALE:**

The Peace River Regional District's 2019-2022 Strategic Plan includes completion of a comprehensive policy review as a strategy under Organizational Effectiveness.

In a Closed Meeting on February 27, 2020, the Regional Board made the resolution (which was immediately released) that the Directors' Code of Conduct be amended "to clearly indicate that the code of conduct is applicable outside of Board meeting settings" and to include that respectful behavior is expected from all those attending Board Meetings, including members of the gallery, delegations, and staff.

All additions to the policy have been highlighted in yellow in both the draft and original policies; policy points that have been proposed to be removed have been crossed out in the original policy.

Minor revisions of the original policy include:

- Transfer to the new policy template, which includes the addition of the Scope of the policy which sets out when and to whom the policy applies;
- Addition of Definitions that reflect those in the Procedure Bylaw and applicable Acts;
- Minor changes in wording to update the language from when the policy was adopted in 2013;

During the policy review, staff conducted research in regards to the Directors' Code of Conduct for the purpose of updating the policy. During this process, staff noted that many other Regional District and Municipal Code of Conduct documents for elected officials included breach of policy procedures, and have included such language in the draft policy as well.

**ALTERNATIVE OPTIONS:**

1. That the Regional Board refer the draft Directors' Code of Conduct back to staff to make requested changes prior to consideration of adoption.
2. That the Regional Board retain the original Directors' Code of Conduct Policy.
3. That the Regional Board provide further direction.

**STRATEGIC PLAN RELEVANCE:**

- Organizational Effectiveness
- Comprehensive Policy Review

**FINANCIAL CONSIDERATION(S):**

None at this time.

**COMMUNICATIONS CONSIDERATION(S):**

A copy of the code of conduct is included in orientation packages provided to elected officials following a local government election. Directors acknowledged the Code of Conduct as part of the orientation process; the new Code of Conduct, if approved, will be circulated to all elected officials for signature/acknowledgement of the updated policy and retained on file.

**OTHER CONSIDERATION(S):**

None.

## Attachments:

1. Draft Updated Directors' Code of Conduct
2. Directors' Code of Conduct - original