



Policy:	G017– Monitoring and evaluating board performance
Effective Date:	November 14, 2013
Approved by:	Board

PURPOSE

This policy provides the basis of the Board's monitoring and evaluation framework.

POLICY

The Board is expected to establish a clear sense of direction and monitor and evaluate its performance on a regular basis. In doing so, the Board can be proactive in addressing any shortfalls or unexpected results as well as recognize the progress it has made.

GUIDELINES

The Board will commit to the development and implementation of a monitoring and reporting framework to measure the Board's performance and success in achieving its goals and targets as set out in the Growth Plan and its strategic and business plans.

1. STRATEGIC AND BUSINESS PLANNING

The Board will develop a strategic plan that mirrors the length of the municipal election term and a rolling four year business plan that is updated annually. Refer to Policy G006 – Budgeting for further reference to the business plan.

2. SCOPE

The Board will develop and maintain a monitoring and evaluation program that addresses, at minimum, the Board's:

- a. Compliance to the Regulation, Board-approved policies and any legal constraints placed on the Board by the Province of Alberta;
- b. Effectiveness of the Board's performance against reasonable or available standards;
and
- c. Oversight of the monitoring and evaluation of the Board's performance activities.

3. EXECUTIVE COMMITTEE

To further develop this framework and to ensure due attention, the Board has the Executive Committee under its oversight with the mandate to:



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- a. Monitor and report on the Board's progress as set out in its approved business, strategic and Growth plans;
- b. Identify risks and issues that may be inhibiting the Board's progress and propose solutions;
- c. Identify emerging issues and opportunities to the Board;
- d. Identify where changes are needed or enhancements can be applied to further reinforce the progress of the Board's collective efforts; and
- e. Monitor Key Performance Indicators and report regularly to the Board.

Nolan Crouse, Board Chair

Revisions		
Date	Status	Comments
February 8, 2016	Update	Update the committee name to reflect Board structure.
April 14, 2016	Approved	Approved by the Board
October 31, 2017	Amend	Non-substantive changes to ensure compliance with the new MGA, Regulation, Growth Plan, and approved Board Governance Structure