

**London Police Services Board Policy Title:****Board Administration****Approved: March 22, 2001****Members Communicating on  
Behalf of the Board****1. Policy:**

It is the policy of the London Police Services Board with respect to Members communicating on behalf of the Board that:

In accordance with Board Policy #:LPSB:100, Section 7.1 a), it is the duty of the Chair to act as the sole Board spokesperson for the major decisions of the Board. The Chair may, however, delegate this responsibility to Members. On such occasions, the Chair or Member shall:

- a) On matters of importance, report in summary manner by telephone, fax, or email, to the other Members as soon as possible;
- b) On all other matters, report to the other Members at a time, and in a manner, as is reasonably convenient, but no later than the next Board meeting; and
- c) At the next Board meeting following the “communication on behalf of the Board,” provide such additional information about the communication as may be requested by a majority of the Members present at that meeting.

Any communication concerning policy matters between the Board Chair and a Senior Officer of the London Police Service, or a senior official of the Corporation of the City of London, shall be deemed to be a “communication on behalf of the Board” for the purposes of reporting requirements herein.

**2. Reference(s):**

1. **Board Minutes** - October 29, 1998 – New Board Policy