



GREATER SUDBURY POLICE SERVICE BOARD POLICY

SUBJECT: SUCCESSION PLANNING	NUMBER: PSB028
ORIGINATING DATE: September 21, 2016	REVISED DATE: December 17, 2025
REPORTING REQUIREMENTS: Annual	

1.0 POLICY STATEMENT

- 1.1 Section 38(1)(b) of the *Community Safety and Policing Act* states that the Board shall establish policies for the effective management of the police force. This policy was created to provide direction to the Chief of Police with regard to executive succession planning to ensure the development of executive leadership and leadership capability within the police service.
- 1.2 It is the goal of the Greater Sudbury Police Service Board to develop leadership capacity within the organization. A robust and targeted executive succession management plan is necessary to ensure the development of a pool of qualified leaders who are able to step into executive positions both in the short term and on a permanent basis and promote business continuity to protect the Board from the sudden loss of the services of the executive. This policy applies to the executive positions of Chief of Police, Deputy Chief of Police, any executive civilian position, and Members of the Senior Leadership Team.

2.0 GENERAL

- 2.1 Pursuant to the *Community Safety and Policing Act*, the Board is responsible for ensuring that sufficient persons are employed by the Police Service for the purposes of carrying out the functions of the Police Service. The Board relies on the Chief of Police to ensure effective succession planning throughout the Service.

2.2 Accordingly, the Chief of Police shall ensure that there is an executive succession management plan that:

- a. Identifies factors influencing the succession environment (e.g., forecasted retirement eligibility, availability of talent pools);
- b. Identifies individuals with executive leadership skills, leadership capability, and growth potential;
- c. Provides development opportunities for executive leadership candidates, including but not limited to: formal training (such as university programs); executive courses and informal/experiential opportunities (such as acting assignments, stretch assignments, secondments, lateral transfers, special projects, coaching/mentoring);
- d. Provides comprehensive plans in order to protect the Board from sudden loss of the Chief and other executives. The Chief shall ensure that a plan for business continuity is in place and that at least two other executives are familiar with Board and Chief issues and processes and shall have appropriate records and documentation that would facilitate continuity of operations; and
- e. Complies with the Greater Sudbury Police Service's commitment to equal opportunity employment and respect in the workplace.

3.0 MONITORING REQUIREMENTS

3.1 At the mid-point of the Business Plan, in conjunction with the Board, the Chief shall assess the effectiveness of the Executive Succession Management policy with respect to the senior executive positions for both emergency situations and long-term planning and identify any areas that require amendment or additional support.

4.0 REPORTING REQUIREMENTS

4.1 As part of the overall succession plan, the Chief of Police shall report annually to the Greater Sudbury Police Service Board the Executive Succession Management Plan for the positions of Chief of Police, Deputy Chief, CAO/CFO (or other such civilian executive position, if applicable) and Members of the Senior Leadership Team. Such report shall include:

- a. The factors influencing the succession environment;
- b. A list of candidates under development;
- c. The activities underway to build their skill and competency base; and
- d. Plans established to contend with the sudden loss of the Chief and other executives to ensure continuity of operations.