



College of Paramedics of Manitoba		
Policy Name: Role of Council	Policy Number: GP-8	Total # of Pages: 2
Approval Signature: <i>Original Signed by J. Wade</i>	Section: Governance	
Original Approval Date: October 23, 2019	Last Revision Date: January 25, 2022	Next Review Date: January 2025

1.0 PURPOSE

1.1 To ensure Council as a whole, and individually each Council member, has a shared understanding of Council’s governance role and responsibilities.

2.0 POLICY

2.1 The College of Paramedics of Manitoba Council governs the College of Paramedics of Manitoba (CPMB), ensures CPMB fulfills the mandate assigned in *The Regulated Health Professions Act*, promotes standards of professional paramedic practice that results in protecting the public from harm, and upholds and protects the public’s interest.

2.2 CPMB Council governs by fulfilling the following roles:

- Setting strategic direction;
- Monitoring and oversight;
- Stewarding resources;
- Assessing Council effectiveness.

2.3 Setting Strategic Direction

2.3.1 Council plays a key role in developing and approving CPMB Vision, Mission and Values and revising as needed

2.3.2 Council identifies strategic opportunities in a multi-year strategic plan

2.3.3 Council informs policy decisions by scanning and understanding the environment and emerging trends (local, provincial, national, international) in the regulation of paramedics

2.3.4 Council contributes to the maintenance of strong stakeholder relations; consulting with registrants on matters of governance and engaging with the public and key stakeholders on the regulation of paramedics.

2.4 Monitoring and Oversight

2.4.1 Council ensures policies are established setting out Executive Expectations

2.4.2 Council monitors organizational performance and outcomes, assesses Executive performance and outcomes, and ensures improvement actions are established to assure accountability

2.4.3 Council recruits and selects the Executive Director/Registrar. At least annually Council evaluates the performance of the Executive Director/Registrar.



- 2.5 Stewarding Resources
  - 2.5.1 Council ensures financial and legal integrity; ensures availability and provides oversight to the allocation of financial resources; and ensures compliance with legal requirements
  - 2.5.2 Council approves the annual budget, monitors actual performance against the budget, approves the annual audited financial statements and oversees asset management
  - 2.5.3 Council is knowledgeable about Enterprise Risk Management and considers risk in Council decision-making. Council oversees management's risk management framework and ensures processes are in place to mitigate and manage risks.
- 2.6 Assessing Council Effectiveness
  - 2.6.1 Council assesses and reviews its governance periodically by evaluating Council performance continuously seeking to learn and improve governance
  - 2.6.2 Council offers ongoing professional development to Council and Committee members.

**Members of the CPMB Council have a:**

1. **Duty of Care:** Accountable to act with due diligence towards:
  - Activities mandated by *The Regulated Health Professions Act*
  - Financial matters
    - Monitoring and evaluation
2. **Duty of Loyalty:** Ensure actions align with the best interests of the public, the best interests of CPMB; conflicts of interest are addressed; and Council speaks with one voice.
3. **Duty of Obedience:** Follow Council rules and unity of command including:
  - By-laws
  - Rules of Order
  - Governance Policies
  - Code of Conduct

**Members of CPMB Council agree to:**

1. Make reasonable efforts to attend Council Meetings
2. Review meeting materials in advance, participate in discussion and take responsibility for making decisions on issues, policies and other Council matters
3. Participate in council development sessions so that the quality of leadership can be enhanced
4. Work in good faith with other Council members and staff as partners towards achievement of the mandate of CPMB
5. When delegated responsibility, exercise such authority in responsible manner consistent with CPMB policies.