

# Attachment 1

## ONE JIB Self-Assessment Questionnaire Fall 2023

This survey and a follow-up discussion at a ONE JIB meeting will fulfill the requirement in the ONE JIB's Terms of Reference to carry out an annual self-assessment.

Once completed, Questions 1 to 8 will be aggregated for discussion by ONE JIB at a suitable time. Questions 9 and 10 are designed for individual self-reflection; it will not be aggregated and shared with the group. The questionnaire also includes optional feedback to the Chair of ONE JIB.

The rating scale for each statement is: (1) Strongly Disagree; (2) Disagree; (3) Neutral; (4) Agree; (5) Strongly Agree.

### A. How well has the ONE JIB done its job?

1. ONE JIB is making good decisions
2. ONE JIB's governance structure (formation agreement, ONE JIB Agreement, Terms of Reference, service agreement with ONE Investment, procedure bylaw, code of conduct) is working effectively
3. ONE JIB has selected high quality fund managers
4. The outcomes framework is an effective means of translating municipal reserves and investment objectives into asset allocations
5. The core documents (MCQ, Investment Policy Statement template, Investment Plan template) are adequately designed to meet ONE JIB's needs
6. The ONE JIB is making reasonable progress on its priorities
7. The ONE JIB has a sound performance reporting framework in place
8. The ONE JIB is paying sufficient attention to compliance matters
9. Looking at my answers for this section, how might the ONE JIB do a better job?

My overall rating: Excellent (32+) Satisfactory (20-31) Poor (8-19)

### B. How well has the ONE JIB functioned?

1. As ONE JIB members we are aware of what is expected of us
2. The agendas of ONE JIB meetings are well planned so that we can get through all necessary ONE JIB business
3. It seems like most ONE JIB members come to meetings prepared
4. We receive written reports to ONE JIB in advance of our meetings and with enough time to review them
5. ONE JIB members participate in discussions

6. We listen to different points of view from ONE JIB members
7. We all support the decisions we make
8. There is an appropriate balance of decision items and information items on the agendas
9. The reports to the ONE JIB are well written
10. The reports to the ONE JIB contain the information we need to make good decisions
11. Staff do a good job of presenting the information in their reports and answering ONE JIB members' questions
12. The training on municipal finance this year has been useful
13. Hybrid meetings worked well
14. The frequency of ONE JIB meetings is adequate for ONE JIB to deliver on its mandate
15. Looking at my answers for this section, how might ONE JIB do a better job?

My overall rating: Excellent (56+) Satisfactory (35-55) Poor (14-34)

**C. Does the ONE JIB have effective relationships?**

1. On most matters there is a clear understanding of the respective roles of ONE JIB and staff
2. ONE JIB is clear about its relationship with the participating municipalities
3. ONE JIB is clear about its relationship with ONE Investment
4. ONE JIB provides appropriate feedback to staff and is appreciative of staff efforts
5. There is good two-way communication between ONE JIB and ONE Investment Co-Presidents
6. ONE JIB trusts the judgment of the ONE Investment Co-Presidents
7. There is mutual respect between staff and ONE JIB members
8. ONE JIB members have confidence in the advice provided by staff
9. ONE JIB members and staff act appropriately at ONE JIB meetings
10. ONE JIB is sufficiently familiar with the fund managers
11. ONE JIB is sufficiently familiar with the needs of its municipal investors
12. ONE JIB members have good relationships with each other
13. Looking at my answers for this section, how might ONE JIB do a better job?

My overall rating: Excellent (48+) Satisfactory (30-47) Poor (12-29)

**D. What should the ONE JIB's priorities be over the next 1-2 years?**

1. Reviewing the core documents (MCQ, Investment Policy Statement template, Investment Plan template)
2. Meeting with existing and potential investors
3. Reviewing the outcomes framework
4. Building relationships with municipal investors
5. Gaining a better understanding of municipal finance as it relates to investment
6. Growing assets under management through the OCIO model
7. Developing guidance for municipalities with respect to the prudent investor regimes

8. Developing a data strategy informed by systematic data collection and filling data gaps
9. Carefully monitoring fund manager performance
10. Updating the asset allocation study
11. Participating in ONE JIB governance training
12. Others?

**E. Reflecting on my performance as a ONE JIB member**

This section is designed for self-reflection. It will not be shared with ONE JIB, but it should inform your thoughts during the governance evaluation discussion.

1. I am aware of what is expected of me as a ONE JIB member
2. I have a good record of meeting attendance
3. I read the minutes, reports and other materials in advance of our ONE JIB meetings
4. I am familiar with the ONE JIB's governance policies and documents
5. I am a good listener at ONE JIB meetings
6. I follow through on things I have said I would do
7. I maintain the confidentiality of all ONE JIB decisions
8. When I have a different opinion than the majority, I raise it
9. I support ONE JIB decisions once they are made even if I do not agree with them
10. I promote municipal prudent investing and ONE JIB whenever I have a chance and it is appropriate
11. I stay informed about issues relevant to municipal prudent investing and bring information to the attention of the ONE JIB
12. I am committed to the ONE JIB and the concept of prudent investing in the municipal sector
13. What additional information or skills do I need to be a better ONE JIB member?

My overall rating: Excellent (48+) Satisfactory (30-47) Poor (12-29)

**F. Feedback to the Chair of ONE JIB**

This section is optional.

1. The Chair is well prepared for ONE JIB meetings
2. The Chair helps ONE JIB stick to the agenda
3. The Chair tries hard to ensure that every ONE JIB member has an opportunity to be heard
4. The Chair is good at managing the different perspectives of ONE JIB members
5. The Chair is familiar with ONE JIB governance and procedure
6. The Chair helps ONE JIB work well together
7. The Chair demonstrates good listening skills
8. ONE JIB supports the Chair

My overall rating: Excellent (32+) Satisfactory (20-31) Poor (8-19)