



ORANGEVILLE POLICE SERVICES BOARD

Presentation to Orangeville Town Council on Board
Governance

September 11, 2023

Presented by Vice-Chair McSweeney on behalf of the Board



Introduction

- **Presentation purpose** - provide Council with an overview of the Board's new governance framework
- **Context** - Board's oversight role primarily governed by:
 - s.10(9) PSA
 - Oct 2020 OPP Agreement with Town
 - O. Reg. 3/99 Adequacy and Effectiveness of Police Services (the "Adequacy Standards Regulation" or "ASR")
 - New CSPA legislation will require further reviews and changes over the next few years
 - Board has consulted with Ministry and OPP DC – no objections to date
- **Goal** - adopt a governance framework which represents industry best practices



Governance Framework

- **Section 10 Board Governance Memorandum**

- Umbrella document describing framework/oversight mandate and attaching all policies, by-laws, resources and legislative references

- **Board By-Laws (2)**

- General By-Law 001-2023
- Records By-Law 002-2022

- **Board Policies/Protocols (20 active)** – full list in Appendix A (attached) including policies on:

- Meeting and general service standards (D3(j) and D3(t))
- Media relations and public transparency (D3(f))
- Freedom of information and protection of privacy (D3(g))
- Detachment Commander selection and evaluation (D3(l))
- Sharing crime, call and public disorder analysis (D3(n))
- Business Planning (D3(p))
- Framework for Annual Reporting to the Board by the Detachment Commander (D3(q))
- Protocol for Information Sharing (D3(r))
- Police Services Quality Assurance Process (D3(s))
- Board Evaluation of the Adequacy and Effectiveness of Police Services (D3(u))



Policies Most Directly Impacting Town Council

- **Media relations and public transparency (D3(f))**
 - policy regarding the release of information to the public with respect to OPP operations and disclosable Board activities, goals, and objectives.
- **Freedom of information and protection of privacy (D3(g))**
 - Operates through By-Law 002-2022 and Sept 15/20 Archival Services Agreement btw Board and Town
- **Detachment Commander selection and evaluation (D3(l))**
 - PSA requires Board to participate in selection and monitor DC performance
- **Sharing crime, call and public disorder analysis (D3(n))**
 - ASR ss.13(2) requires the Board to establish a policy on the sharing of crime, call and public disorder analysis data and information on crime trends with its municipal council and with school boards, community organizations and groups, businesses and members of the public.



Policies Most Directly Impacting Town Council (cont'd)

- **Business Planning (D3(p))**

- Every three years the OPP develops its Strategic Plan establishing the OPP's commitments and outlining the OPP's primary areas of strategic focus for the coming years. From the Strategic Plan DCs develop an "Action Plan" establishing local police services objectives and priorities.
- Following Board consultations and disclosures involving Town Council, school boards, community organizations and groups, businesses and members of the public the Action Plan is adopted adopted by the Board as its Business Plan which complies with the content requirements of ASR s.30 and 32, the PSA and the OPP Agreement.
- The Policy sets out the process and timing for such consultations and disclosures which are also included in several other policies (e.g., D3(q), D3(r) and others listed below).



Policies Most Directly Impacting Town Council (cont'd)

- **Framework for Annual Reporting to the Board by the Detachment Commander (D3(q))**
 - Per ASR s.31 Board policy requires the DC to prepare, for the Board, an Annual Report on the activities of the police service during the previous fiscal year, which includes information on (1) performance objectives, indicators and results, (2) public complaints and (3) the actual cost of police services. This Report also includes crime information under Policy D3(n) above.
 - The date by which the Board must provide the DC's Annual Report to town council and the timing of the Board's responsibility to make the Report available to the public is set out in the Board's Protocol for Information Sharing with the Town below.



Policies Most Directly Impacting Town Council (cont'd)

• Protocol for Information Sharing (D3(r))

- ASR ss.32(1) requires the Board and the Town to enter into a protocol that addresses:
 - the sharing of information with the Town, including the type of information and the frequency for sharing this information;
 - the dates by which the Board's Business Plan and DC's Annual Report shall be provided to the Town and subsequently reported to the public;
- Protocol sets out a detailed process for information sharing co-ordinated by the Board's EA and the Town Clerk
- **NOTE: ASR S.32(1)(d) REQUIRES THE PROTOCOL TO PROVIDE FOR THE TOWN'S PARTICIPATION IN THE CONSULTATION PROCESS TO DEVELOP THE BUSINESS PLAN AND, IF THE TOWN CHOOSES, THE JOINT DETERMINATION OF THE BUSINESS PLAN WITH THE BOARD. ITS COUNCIL'S DECISION BUT THE BOARD RECOMMENDATION IS THAT COUNCIL PARTICIPATE ONLY IN THE CONSULTATION PROCESS AND LEAVE THE FINAL DECISION ON THE ADOPTION OF THE BUSINESS PLAN TO THE BOARD.**



Policies Most Directly Impacting Town Council (cont'd)

- **Police Services Quality Assurance Process (D3(s))**

- ASR s.35 requires the Board and the DC to implement a quality assurance process relating to the delivery of adequate and effective police services, and PSA compliance.

- **Board Evaluation of the Adequacy and Effectiveness of Police Services (D3(u))**

- ASR s.37 requires the Board to evaluate the adequacy and effectiveness of the services provided by its police force by comparing those services with the requirements of the ASR.



Next Steps

Next Steps:

- Town Council to review at least Board policies:
 - Business Planning (D3(p))
 - Framework for Annual Reporting to the Board by the Detachment Commander (D3(q))
 - Protocol for Information Sharing (D3(r))
- Meet with Board representative(s) to discuss questions/input
- Board to review entire Governance Framework package at its Sept 19th meeting
- Board to continue work on service standards (D3(t)) implementation/work plan
- Once adopted Board to roll out to OAPSB/Ministry as Orangeville's best practices police service oversight governance model
- Also share with Zone 5 and any interested s.10 or s.31 police services board
- Per D3(f) Board to decide what gets posted on Board website for increased public transparency



Appendix A

- (a) Policy on Equal Opportunity, Discrimination And Workplace Harassment (Including Performance Appraisal Standard)
- (b) Policy on Election Campaign Work and Political Activity
- (c) Policy on Code of Conduct
- (d) Policy on Conflict of Interest
- (e) Policy on Board Member Training and Education
- (f) Policy on Media Relations and Public Transparency
- (g) Policy on Freedom of Information and Protection of Privacy
- (h) Policy on Covid Vaccination (Suspended)
- (i) Policy on Special Meeting and Assigned Work Remuneration/Expense Reimbursement
- (j) Policy on Meetings Service Standards Guidelines
- (k) Policy on Board Executive Assistant – Hiring, Job Description and Performance Review Guidance



Appendix A (cont'd)

- (l) Policy on Detachment Commander Selection, Performance Review and Report
- (m) Policy on Complaints Procedures (PSA s.10(9). S.58, s.61 and s.64)/ASR s.31)
- (n) Policy on Sharing Crime, Call and Public Disorder Analysis (ASR s.13(2))
- (o) Policy on Board's Compliance with ASR s.29
- (p) Policy on Business Planning (ASR s.30 and s.32 and OPP Agreement)
- (q) Policy on Framework for Annual Reporting to the Board by the Detachment Commander (ASR s.31)
- (r) Policy on Protocol for Information Sharing (ASR s.s.32)
- (s) Policy on Police Services Quality Assurance Process (ASR s.35)
- (t) Policy on General Service Standards Guidelines
- (u) Policy on Board Evaluation of the Adequacy and Effectiveness of Police Services (ASR s.37)



QUESTIONS?

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