



Orangeville OPP Detachment Board Policy

Relevant Reports Required under the CSPA

Policy No: D3(q)

Effective Date: April 1, 2024

Current Revision Date: January 21, 2025

Rescinds all other Policies and Procedures relating to this subject.

Whenever reference is made to “Detachment Commander” (“DC”), the term is intended to include the Ontario Provincial Police (“OPP”) more generally to the extent the actual responsibility/authority relating to the establishment of policies, procedures and processes lies at more senior levels within OPP management or as otherwise may be required under the *Community Safety and Policing Act, 2019* and regulations (collectively the “CSPA”).

1. Policy Statement

- 1.1. Under the CSPA there are a number of reports required from various entities, including the Board, that are directly relevant to Board governance. This policy describes these reports and outlines the Board’s involvement.

2. Statutory Authority or References

- 2.1. CSPA s.9, 58, 61, 68, 70, 103, 107, 111-128, 132, 133, 144 and 254.

3. Purpose

- 3.1. The Board’s public accountability responsibilities require it to receive, review or prepare certain reports under the CSPA which includes information described herein.

4. Scope

- 4.1. This Policy will apply to the DC, Board Members and the Executive Assistant in the conduct of their duties.

5. Policy Guidelines

Reports to be Obtained and Received on Request by the Board

- 5.1. CSPA s.9 internal report to Minister on personal information collection under CSPA s.5 and regulations due by April 1, 2026.

- 5.2. CSPA s.58 Annual Report of the Commissioner to the Minister and posted on the internet by June 30 that addresses at least:
 - (a) the implementation of the Minister's Strategic Plan (CSPA s.61) and the achievement of the performance objectives identified in the Strategic Plan;
 - (b) the affairs of the OPP; and
 - (c) any other prescribed matters.
- 5.3. CSPA s.61 requires the Minister to prepare and adopt a Strategic Plan every four years for the provision of policing by the Commissioner. This report must be published on the internet. The Strategic Plan informs the formation of regional action plans by the OPP which in turn inform the formation of local detachment action plans (see section 5.11 below (CSPA s.70)) for the detachments within each region.
- 5.4. CSPA s.103 Annual Report of the Inspector General to the Minister and posted on the internet by June 30 that addresses at least:
 - (a) the activities of the Inspector General, including, inspections conducted, complaints dealt with under s.106 and s.107, notifications sent to the Complaints Director or the SIU Director, directions issued under s.125 and measures imposed under section 126;
 - (b) the compliance of the police service boards, O.P.P. detachment boards, First Nation O.P.P. boards, chiefs of police, special constable employers, police services and prescribed policing providers with the CSPA and regulations; and
 - (c) any other prescribed matters.
- 5.5. CSPA ss.107(8) report of the Minister to the Inspector General following the Minister's review of a complaint received by the Minister under ss.107(6) regarding the Minister's policies or the procedures established by the Commissioner and report back to the Inspector General about any steps taken in response to the complaint.
- 5.6. S.111-128 Inspection Reports to the Inspector General.
- 5.7. Complaints Director
 - (a) CSPA ss.132(1)(c) Statistical Report for the purpose of informing the evaluation, management and improvement of policing in Ontario and the management of public complaints under Part X;
 - (b) CSPA s.133 Systemic Review Reports, recommendations and responses;
 - (c) CSPA s.144 Annual Report to the Minister on the affairs of the Law Enforcement Complaints Agency,
 all to be posted on the internet.
- 5.8. Local Action Plan Progress Reports issued annually by the DC to provide updates on the latest Local Action Plan to the community.

Reports to the Board

- 5.9. CSPA ss.68(1)(e)/68(2) DC reports to the Board, as requested by the Board, regarding the policing provided by the detachment.

Reports Prepared by, or in Consultation with, the Board

- 5.10. CSPA ss.68(1)(f) Board Annual Report to the Town by June 30 regarding the policing provided by the detachment.
- 5.11. CSPA s.70 requires that at least every four years (or where there is an amendment to the Minister's Strategic Plan), the DC must prepare, adopt, review and revise a Local Action Plan for the provision of policing in the community. This Local Action Plan is informed by the OPP's Regional Action Plan and must be in accordance with any prescribed regulations. CSPA ss.70(3) requires the DC to consult the following stakeholders in preparing or revising the Local Action Plan:
 - (a) the Board;

- (b) Town Council (and other municipal councils served by the detachment);
- (c) the band councils of any First Nations that receive policing from the detachment;
- (d) groups representing diverse communities in the area that receives policing from the detachment;
- (e) school boards, community organizations, businesses and members of the public in the area that receives policing from the detachment; and
- (f) any other prescribed persons, organizations or groups.

5.12. CSPA ss.107(7) reports of the Board to both the Inspector General and the Minister following the Board's review of a complaint received by the Board under ss.107(6), relating to Board policies or procedures, advising the Inspector General and the Minister about any steps taken by the Board in response to the complaint.

5.13. CSPA s.122 directions from Inspector General:

- (a) requiring a Board member to decline to exercise their powers or perform their duties as a member of the Board from the period that begins at the outset of an investigation into the member's conduct under Part VII; or
- (b) if as a result, the Board does not have enough members to constitute a quorum, the Inspector General may appoint additional members necessary to constitute a quorum.

Community Safety and Well-Being Plan

5.14. CSPA s.254 provides that a municipality that has adopted a community safety and well-being plan shall, in accordance with the regulations made by the Minister, if any, monitor, evaluate and report on the effect the plan is having, if any, on reducing the prioritized risk factors and post the report on the internet.

5.15. A community safety and well-being planner shall report to the Minister as required by the Minister.

5.16. The Board shall receive a copy of these reports when published.

See also Board Information Sharing Policy D3(r)

6. Review and Revision History

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| Revision Date | Description of Changes |
|-------------------------|--|
| April 1, 2024 | New to reflect CSPA |
| <u>January 21, 2025</u> | <u>Updated to reflect changes to governance memo and Regional Action Plans</u> |
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Approved and ratified by the Board effective January 21, 2025.



Todd Taylor – Chair



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Ian McSweeney – Vice-Chair