

Report to / Rapport au:

**OTTAWA POLICE SERVICE BOARD
LA COMMISSION DE SERVICE DE POLICE D'OTTAWA**

27 May 2024 / 27 mai 2024

Submitted by / Soumis par:

Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa

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SUBJECT: SWORN PROMOTION PROCESS – 2023 ANNUAL REPORT

**OBJET: PROCESSUS DE PROMOTION DES AGENTS ASSERMENTÉS :
RAPPORT ANNUEL DE 2023**

REPORT RECOMMENDATIONS

That the Ottawa Police Service Board receive this report for information.

RECOMMANDATIONS DU RAPPORT

**Que la Commission de service de police d'Ottawa prenne connaissance du
présent rapport à titre d'information.**

BACKGROUND

The Ottawa Police Service Board (the Board) Policy Manual includes Chief's Requirement CR-7, which provides direction with regards to managing the workforce within the Ottawa Police Service (OPS). CR-7 requires the Chief to put in place sworn promotion processes and report annually as to how they have met Board policy objectives.

The primary purpose of this report is to provide the Board with an update on OPS promotion processes and provide a summary of the 2023 promotions by rank.

DISCUSSION

In December 2022, the OPS Senior Leadership Team approved a project to re-establish promotion processes for sworn ranks following a hold on all promotion processes put in

place in 2020. A project team was quickly assembled and began their work in January of 2023.

The promotions team (along with a support group made up of operational subject matter experts, human resources professionals, and equity, diversity, and inclusion professionals) successfully developed and implemented a refined Superintendent promotional process in Q2 2023, an Inspector promotional process in Q3 2023, a Sergeant process in Q4 2023 and continue their work on the Staff Sergeant process.

The promotions team also implemented a standardized OPS promotional qualifying exam to replace the Ontario Police College (OPC) exam which was used previously by the service. The in-house exam was developed by a group of subject matter experts, including equity, diversity, and inclusion professionals, and was administered in Q4 of 2023.

The promotions project team has now been made a permanent unit within the Human Resources Directorate and is well equipped to continuously improve and administer the sworn promotional processes moving forward.

2023 Promotions

Table 2 summarizes the 2023 promotions by rank, aggregating the data provided to the Board in the Quarterly Workforce Management Reports.

Table 2: 2023 Promotions

	Sergeant	Staff Sergeant	Inspector	Superintendent	TOTAL
Female	3	1	2	1	7
Male	14	13	5	2	34

Note: further work is required to develop and incorporate diversity data and targets into the promotional model.

CONCLUSION

The OPS recognizes the importance of maintaining fair, transparent, and equitable promotion processes, that also have the goal of reducing bias, fostering inclusion, and creating an environment where every member has the opportunity to pursue career progression. The sworn promotion processes assist in identifying high calibre officers ready to take on more advanced leadership roles at all ranks. This report highlights the sworn promotion processes for 2023 and the associated promotions that were made as a result of those processes.