



**Ottawa Police Service Board
Finance and Audit Committee
Minutes**

Meeting #: 30
Date: February 10, 2025
Time: 3:00 pm
Location: Electronic Participation
Present: S. Fakirani, C. Curry, D. Donaldson
Absent: M. Carr

1. Confirmation of Agenda

That the Ottawa Police Service Board's Finance and Audit Committee confirm the agenda of the 10 February 2025 meeting.

Carried

2. Confirmation of Minutes

2.1 Minutes #29 of 22 November 2024

That the Ottawa Police Service Board's Finance and Audit Committee confirm Minutes #29 of the 22 November 2024 meeting.

Carried

3. Declarations of Interest

No Declarations of Interest were filed.

4. Items of Business

4.1 2025 Internal Audit Plan

Presentation

The Committee discussed the goal of the audit is to evaluate the Ottawa Police Service's (OPS) human resource processes, including recruitment, deployment, and retention, to determine how these affect the OPS's ability to meet service demands and to ensure adequate and effective policing. The City of Ottawa's Auditor General (OAG) is reviewing the same audit and the issue was raised about whether it overlaps with the Committee's responsibilities. The Committee agrees that regular updates at each audit meeting is a good step however, concern was raised on the workload for staff.

The Service reported that the OAG is planning to report back in June, the work being done in January to April. They advised that they have been collaborating extensively with the OAG to avoid overlap in audits, reviewing the past 10 years of audits to ensure no duplication of efforts. The audit plan was recently signed off by the OAG, and relevant information will be shared to prevent duplication.

The Committee referred to the proactive approach of the OAG in reporting issues as they arise to the City, rather than waiting until the end of the year. The Committee inquired in the case of staffing recommendations, if the issue could be addressed promptly, or if it would need to wait until the next budget cycle to be reported. The Service explained that increasing staff requires a lengthy process, including securing funding, recruiting, hiring, and training. This is why they have a three-year staff stabilization plan, but even then, the impact of new hires won't be felt until year four. They emphasized that while they may agree with staffing recommendations, implementing them will take time. The Service advised that if the OAG confirms that more staffing is needed, they will have to wait until the next budget to implement it. The Service explained that they can request a budget adjustment to increase staffing, which would go from the Board to City council for approval. There are other mechanisms to

temporarily address staffing needs, such as temporary assignments or over-hiring, the process is slow, and staffing changes likely wouldn't take effect until the following budget year.

The Committee emphasized the importance of conducting audits related to the four pillars of the strategic plan and its Key Performance Indicators (KPIs). It was suggested that internal audits could be helpful as the organization moves forward, even if certain aspects aren't directly visible in the strategic plan. The Committee stressed that these audits are crucial to ensure the organization is on track.

The Committee asked why intimate partner violence and youth crime investigations were prioritized over other issues and suggests that the rationale for selecting these two topics should be explained when presenting to the Board. The Service confirmed that it was prioritized due to their significant impact on the community and service delivery, and it was recommended by the Board and OPS that victim assistance be prioritized.

The Committee discussed that the audit aims to assess OPS's project management policies and practices, including past and present strategic projects. This raised concerns about potential challenges in accessing data from past projects, especially if past record-keeping was inadequate. The Service advised that the plan is to present the audit findings at the March Board meeting. OPS' progress will be discussed with the Auditor General to better understand expectations.

The recommendation was amended with the Committee's approval.

That the Ottawa Police Service Board's Finance and Audit Committee endorse the plan and forward it to the Ottawa Police Service Board with a recommendation for approval.

Carried as amended

5. Other Business
6. Adjournment

The meeting adjourned at 3:41p.m