Report to / Rapport au:

OTTAWA POLICE SERVICES BOARD LA COMMISSION DE SERVICES POLICIERS D'OTTAWA

23 January 2017 / 23 janvier 2017

Submitted by / Soumis par:
Policy and Governance Committee / Comité des politiques et de la gouvernance

Contact Person / Personne ressource:
Wendy Fedec, Executive Director / Directrice exécutive
Wendy.Fedec@ottawa.ca

SUBJECT: OTTAWA POLICE SERVICES BOARD WORK PLAN: 2017

OBJET: PLAN DE TRAVAIL DE LA COMMISSION DE SERVICES POLICIERS

D'OTTAWA POUR 2017

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board approve the 2017 Board Work Plan.

RECOMMANDATIONS DU RAPPORT

Que la Commission de services policiers d'Ottawa approuve le plan de travail pour 2017 de la Commission.

BACKGROUND

The Ottawa Police Services Board's Policy #GA-5 – Board Planning and Performance, stipulates that the Board will follow an annual planning cycle that includes establishing a yearly work plan for the Board and its four committees.

Document 1 contains a 2017 work plan for the Ottawa Police Services Board endorsed by the Policy and Governance Committee and submitted for the Board's approval. It incorporates the Board's legislative responsibilities as well as a number of initiatives identified by the Committee after a review of the Board's 2016 work plan and current issues.

DISCUSSION

The majority of tasks included in the work plan are routine duties that must be performed by the Board each year to meet its legislated monitoring and oversight responsibilities. There are also requirements each year for new or amended Board policies to address Ministry requirements or emerging issues, as well as regular review of existing policies to ensure they remain current.

CONSULTATION

The Chief of Police and Ottawa Police Service staff were consulted in the development of the work plan and their input has been incorporated.

FINANCIAL IMPLICATIONS

Funds to carry out the activities listed in the work plan have been included in the Board's 2017 budget.

SUPPORTING DOCUMENTATION

Document 1: Ottawa Police Services Board 2017 Board Work Plan.

CONCLUSION

The Board's Policy #GA-5 – Board Planning and Performance, stipulates that the Board will follow an annual planning cycle that includes establishing a yearly work plan for the Board. Approval of the attached work plan will set a course for the Board in 2017 that will ensure its legislative and oversight responsibilities are fulfilled.

Document 1

OTTAWA POLICE SERVICES BOARD

2017 BOARD WORK PLAN

The Ottawa Police Services Board is responsible for the provision of adequate and effective police services in the municipality. For 2017, its work plan consists of the responsibilities listed below. In addition to the tasks noted, the Board holds regular meetings each month except August.

RE	SPONSIBILITIES	Jan.	Feb.	Mar	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Notes
Es	Establishing Expectations													
1.	Approve 2017 Calendar of Monitoring Requirements	Х												
2.	Approve 2017 Board Work Plan (P&G)	Х												
3.	Review Board Committee membership (P&G)	Х												
4.	Board Performance Evaluation			Х	Х									
5.	Review Province's Proposed Changes to Police Services Act to determine what Actions May Be Required (P&G)				х	Х								
6.	Review Recommendations Of Justice Tulloch's review of police oversight bodies (P&G)				х	Х								
7.	Review Of Board Policies: Chapters 1, 2 And 4, And some Chapter 3 policies (P&G)	Х	Х											Delayed from previous year.

RE	SPONSIBILITIES	Jan.	Feb.	Mar	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Notes
8.	Traffic Stop Race Data Collection – Public Consultation On action plan (P&G)		Х		•					•				
9.	Develop a Board crisis communications plan (P&G)					Х	Х							Delayed from previous year
10.	Review existing board communications policies, protocols, procedures (P&G)					Х	Х							Linked to item 4 – delayed from previous year.
11.	Meet with Targeted community partners as required, including COMPAC, YAC, and LGBT Liaison Committee (P&G or Board)													Dates to be determined in consultation with groups identified.
12.	Hold Public Interest Meetings in collaboration with OPS as required													
13.	Schedule OPS presentations at Board meetings													
14.	Issue Board Quarterly Newsletter			Х			Х			Х			Х	
15.	Provide input into annual Audit Plan (FAC)				Х									
	Provide input into the development of fiscal policies, objectives & priorities (FAC)						X			X				
17.	Review annual budget for consistency with the OPS long range financial plans (FAC)						Х			Х				

RE	SPONSIBILITIES	Jan.	Feb.	Mar	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Notes
18.	Review annual budget				•					•				
	development process and						X			X				
	guidelines, & make													
	recommendations for													
	revisions. (FAC)													
19	Review and approve													
	Budget Guidelines and									X				
L.	Timetable													
	Table Draft Budget										Χ			
21.	Review & approve OPS											X		
	Budget													
22.	Develop 2018 Board work												X	
	plan (P&G)													
_	aluating 9 Manitaring													
EV	aluating & Monitoring Performance													
1.	Track activities of Board	Х	Х	Х	Х	Х	X	Х	Х	X	Х	Х	Х	
	Report on 2016 Board													
۷.	Activities, Training &	Х												
	Performance													
3.	Review remuneration for	Х												
0.	Executive positions													
4.	Review performance in													
	achieving Business Plan	Х						Х						
	(semi-annual)													
5.	Review annual report on	Х												
	Public Rewards													
6.	Ministry Inspection of													Date unknown at
.	Major Case Management													this time
7.	Review Workplace			Х										
	Accidents and Injuries:													
	2016 Annual Report													
8.	Review activities of Police													
	Service through Annual				X									
	Report (incl. Use of Force													

RESPONSIBILITIES	Jan.	Feb.	Mar	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Notes
& Asset Managemer	nt)			-					•				
Receive quarterly report on the administration the complaints syste	of			Х			Х			Х			
10. Review 2016 annual report on administrat the complaints syste	ion of			Х									
11. Receive quarterly re on the finances of the organization.	oorts e			Х			Х			Х			
12. Review 2016 annual Financial Status repo				X									
13. Review quarterly rep on Legal Services	orts	Х		Х			Х			Х			
14. Review quarterly rep on Labour Relations Camera)				х			Х			Х			
15. Review Quarterly Re on Workforce Management	ports	Х		Х			Х			Х			
16. Receive quarterly re on Board Monitoring Requirements	oorts X			Х			Х			Х			
17. Review quarterly repon OPS performance				Х			Х			Х			
18. Receive annual repo Appointments made Interprovincial Policia	under X												
19. Receive annual repo Board Policy CR-1: Positive Workplace		Х											
20. Receive annual repo Quality Assurance U including compliance Ministry standards.	nit,	Х											

RE	SPONSIBILITIES	Jan.	Feb.	Mar	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Notes
21.	Receive annual report on		X											
	Accessibility Plan													
22.	Receive annual report on													
	Human Rights and Racial											X		
	Profiling Policy													
23.	Approve annual Audit					X								
	Plan													
24.	Receive annual report on													
	Board Policy CR-7:													
	Workforce Management:													
	Promotion Process			X										
b.	Non-Executive		Χ											
	Succession Plan (incl. in													
	Q4 Workforce Mgmt													
0.5	report)													
25.	Receive annual report on									\ \ \				
	Board Policy CR-6:									X				
	Public Consultation													
26.	Receive annual report on												Х	
	Executive Succession													
0.7	Planning												X	
21.	Review performance of												^	
	Chief, Deputy Chiefs and Director General.													
20	Review annual report on												Х	
20.	Board discretionary												_ ^	
	funding													
20	Receive annual report on	Χ												
29.	Secondary Activities													
30	Receive annual report on													First report due in
00.	Board Policy CR-18:													January 2018.
	Regulated Interactions													23
31.	File Accessibility												Х	Executive Director
	Compliance Report with												-	to do.
	Province													-

RESPONSIBILITIES Miscellaneous		Jan.	Feb.	Mar	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Notes
1.	Board ED Transition	Х	Х	Х										
2.	Collective bargaining with OPA		Х	Х	Х									
3.	Attend OAPSB Conference – June 21-24						Х							
4.	Attend CAPG Conference –July 13-16							Х						