

**Report to / Rapport au:**

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

**28 January 2019 / 28 janvier 2019**

**Submitted by / Soumis par:**

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

**Contact Person / Personne ressource:**

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**SUBJECT: SECONDARY ACTIVITIES: 2018 ANNUAL REPORT**

**OBJET: ACTIVITÉS SECONDAIRES RAPPORT ANNUEL 2018**

**REPORT RECOMMENDATIONS**

**That the Ottawa Police Services Board receive this report for information.**

**RECOMMANDATIONS DU RAPPORT**

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

**BACKGROUND**

Under section 31(1)(g) of the *Police Services Act* the Board shall receive regular reports from the Chief of Police on disclosures and decisions made under section 49 of the Act, which deals with secondary activities.

This legislative requirement is addressed in two specific Board policies. Board Policy CR-1 - Treatment of Staff, requires the Chief of Police to ensure that, "Sworn officers do not engage in any secondary activity that interferes with or influences adversely the performance of his or her duties as a member of the Ottawa Police Service or is likely to bring discredit to the organization."

Board Policy BC-2 – Monitoring the Chief’s Performance, stipulates that in addition to providing the Board with an annual report on the secondary activities of all sworn officers, the Chief shall also advise the Board of any secondary activities he is personally contemplating so the Board can determine if it is acceptable.

The Ottawa Police Service provides guidelines with regard to off duty secondary activities for all members including temporary, contract, and term employees. This is to ensure that outside activities do not interfere with the member’s duties or detract from public trust and community confidence in the Ottawa Police Service.

Under these guidelines, approval is granted provided the secondary activity does not contravene the restrictions set out in section 49(1) of the *Police Services Act*.

Section 49(1) states:

- 49(1) A member of a police force shall not engage in any activity,
- (a) that interferes with or influences adversely the performance of his or her duties as a member of the police service, or is likely to do so;
  - (b) that places the member in a position of conflict of interest, or is likely to do so;
  - (c) that would otherwise constitute full-time employment for another person; or
  - (d) in which he or she has an advantage derived from employment as a member of a Police Service.

The Chief of Police exercises his discretion, on a case-by-case basis, to determine whether an application is likely to violate Section 49(1) of the *Police Services Act*. During 2018 there were 13 applications for secondary activity all of which met the guidelines.

The following chart details the type of activities, the number of applications received from uniform and civilian members and the status of the applications as of 31 December 2018.

<b>2018 ANNUAL REPORT ON NEW APPLICATIONS FOR SECONDARY ACTIVITY</b>		
<b>TYPE OF ACTIVITY</b>	<b>NUMBER OF UNIFORM APPLICATIONS</b>	<b>NUMBER OF CIVILIAN APPLICATIONS</b>
Customer Service	5	3
Teaching	3	2
<b>TOTAL</b>	<b>8</b>	<b>5</b>

**CONCLUSION**

The *Police Services Act* requires regular reporting to the Board on secondary activities of members of the Police Service, and the Board's own policies stipulate that this reporting will take place on an annual basis. This report fulfills the Chief's reporting requirements on secondary activities for the period 01 January to 31 December 2018.