



**OTTAWA POLICE SERVICES BOARD
COMMISSION DE SERVICES POLICIER D'OTTAWA**

**REPORT
RAPPORT**

DATE 26 October 2015

TO/DEST. Chair and Members, Ottawa Police Services Board

FROM/EXP. Executive Director, Ottawa Police Services Board

SUBJECT/OBJET **BOARD MONITORING REQUIREMENTS STATUS REPORT:
THIRD QUARTER 2015**

RECOMMENDATION

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

BACKGROUND

In December 2005 the Ottawa Police Services Board received a report from the City of Ottawa's Auditor General on the Board's governance practices. One of the Auditor's recommendations addressed the need for a calendar of monitoring requirements. He recommended that the Board:

...exercise more aggressive oversight of reporting to the Board by ensuring that the Executive Director organize and maintain an annual calendar of monitoring and other reports to be received by the Board. Furthermore, that the Board require reports to appear as an agenda item on the date they are scheduled to appear, and require OPS senior management to formally respond if a report is not going to meet a scheduled deadline.

Following input and review by the Board's Policy & Governance Committee and OPS staff, the Police Services Board approved a Calendar of Monitoring Requirements in 2006 and has done so each year since.

Included in the 2015 Calendar attached as Annex A is a column indicating the reason why each report is required; in most cases they are required under the *Police Services Act*, the Province's *Adequacy and Effectiveness of Police Services Regulation*, or the Board's own policies.

Also included is a "Status" column to record any delays in submitting a report, the reasons for the delay, and the new date on which the report will be submitted. The

Board is notified of changes in report due dates through the submission of quarterly status reports to the Board. This report constitutes the third quarter status report for 2015. There have been no changes to the Calendar since the last status report.

The following reports due in the third quarter were not submitted:

- Semi-Annual Status Report on Business Plan. This report was due in July but as the outstanding items will be included in the new 2016-2018 Business Plan scheduled for approval in December, the semi-annual status report on the 2013-2015 Plan will not be submitted.
- Public Consultation Policy: Annual Report. This report was due in September and is now to be submitted in October.
- Awards to be Presented at the Annual Police Awards Ceremony. This report is usually received in September as the ceremony is usually in October. However, this year the ceremony is in early December so the report will be submitted in November.

CONSULTATION

Consultation takes place on an ongoing basis with members of the Ottawa Police Service.

FINANCIAL STATEMENT

There is no direct financial impact associated with this report.

CONCLUSION

An annual Calendar of Monitoring Requirements sets clear expectations for OPS staff and the Board with regard to when reports of a monitoring nature are due. It assists the Board in meeting its legislative obligations to monitor, on a regular basis, certain aspects of Police Service business such as the status of the budget, administration of the public complaints system, and the achievement of Business Plan objectives, as well as compliance monitoring required by several of the Ministry Policing Standards.

(Original signed by)

Wendy Fedec

Attach. (1)