

**Report to / Rapport au:**

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

**24 January 2022 / 24 janvier 2022**

**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: 2021 ANNUAL REPORT**

**OBJET: ACTIVITÉS SECONDAIRES : RAPPORT ANNUEL DE 2021**

**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 (PSA) the Ottawa Police Services Board (Board) shall receive regular reports from the Chief of Police on disclosures and decisions made under section 49 of the PSA, which deals with secondary activities. This legislative requirement is addressed in Board Policy BC-2.

Board Policy BC-2 – Monitoring Requirements, stipulates that the Chief of Police shall provide the Board with an annual report on the secondary activities of all sworn officers. In addition, the Chief of Police shall advise the Board of any secondary activities they are personally contemplating so the Board can determine if it is acceptable.

**DISCUSSION**

The Ottawa Police Service (OPS) provides guidelines regarding 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 Service. Approval may be granted under these guidelines, provided the secondary activity does not contravene the restrictions set out in section 49(1) of the PSA.

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 PSA. During 2021 there were eight applications for secondary activity. Of these submissions, seven were approved and one was denied.

The following chart details the type of activities, the number of applications received from uniform and civilian members, and the status of the applications for the period of January 1 to December 31, 2021.

<b>2021 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>
Consultant	1	
Customer Service	1	
Teaching	4	1
Teaching (denied)	1	
<b>TOTAL</b>	<b>7</b>	<b>1</b>

## **CONCLUSION**

The PSA requires regular reporting to the Board on secondary activities of members of the OPS, and the Board's own policies stipulate that this reporting will take place on an annual basis. This report fulfills the Chief of Police's reporting requirements on secondary activities for the period January 1 to December 31 2021.