



Sarnia Police Services Board Policy

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Approved By: Board Chair	Signature: <i>Paul Wiersma</i>

A Legislative/Regulatory Requirements

Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, (“CSPA”) provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by **Section 10** of the **CSPA**.

Subsection 38 (2) of the **CSPA** provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing.

Subsection 79 (3) of the **CSPA** provides that a Chief of Police of a Police Service maintained by a Police Service Board shall administer the Police Service and oversee its operation in accordance with the Board’s policies and Strategic Plan.

Section 12 of O. Reg. 399/23: General Matters Under the Authority of the Lieutenant Governor in Council prescribes annual reporting requirements of Chiefs of Police relating to the activities of the police service during the previous fiscal year.

O. Reg. 399/23 provides that the Board shall publish the annual report on the internet;

Section 41 of the **CSPA** requires that the Board shall file an annual report with the municipality regarding the matters detailed in **Section 41**.

B Policy Statement

1. It is the policy of the Sarnia Police Services Board with respect to annual reporting that:
 - (a) The Chief shall develop for the Board's approval an annual report in accordance with **O. Reg. 399/23**:
 - (i) Implementation of the Strategic Plan prepared and adopted by the Police Service Board under **subsection 39 (1)** of the **CSPA**;
 - (ii) Public complaints;
 - (iii) The actual cost of policing; and
 - (iv) Any other information that is required to be in the annual report by other regulations made under the **CSPA**.

C Framework for Annual Reporting

1. Annual Reporting of the Strategic Plan:
 - (a) The Chief of Police will prepare an Annual Report for the Board on matters detailed in **Section 39** of the **CSPA** and consistent with the reporting requirements of **subsection 12 (1) (a) of O. Reg. 399/23**.
 - (b) The Board, in consultation with the Chief, will establish a process, with Municipal Council, for the communication of the annual report to members, and members of the public.
2. Annual Reporting on Public Complaints:
 - (a) The Chief of Police will prepare an Annual Report for the Board on matters detailed in **Part X** of the **CSPA**, and consistent with the reporting requirements of **subsection 12 (1) (b) of O. Reg. 399/23**.
3. Cost of Policing:
 - (a) In accordance with subsection **12 (1) (c) of O. Reg. 399/23**, the Chief shall ensure that the Annual Reports to Municipal Council and the Board include: the actual cost of policing for the previous fiscal year; and a comparison between the actual cost of policing and estimated cost projections for implementing the Strategic Plan or approved budget.
4. Community Safety and Well-being Plans:
 - (a) The Chief of Police will prepare an Annual Report for the Board on matters detailed in **section 41 (1) (c) CSPA**.

5. Affairs of the Police Service:

The Chief of Police will prepare an Annual Report for the Board on matters detailed in **section 41 (1) (b) CSPA**.

6. In accordance with subsection **12 (1) (d) of O. Reg. 399/23**, the Chief shall ensure that any other information that is required to be in the annual report made by other regulations under the **Act** is included.