

Classification **PUBLIC**

Meeting **March 23, 2021**

Agenda Item **Monitoring Report:
Adequacy and Effectiveness of Police Services**



Recommended Motion:

THAT the Board receive the Executive Limitations Policy: Adequacy and Effectiveness of Police Services monitoring report.

I hereby submit my monitoring report on your Executive Limitations Policy: Adequacy and Effectiveness of Police Services according to the schedule set out. I certify that the information contained in this report is true.

I report compliance to all provisions of this policy.

Signed:

Chief of Police

Date:

March 16/21

BROADEST POLICY PROVISION:

The Chief of Police shall not fail to comply with all requirements of the Adequacy and Effectiveness of Police Services Regulation.

Further, without limiting the scope of the foregoing, the Chief of Police will not:

1. *Fail to establish, communicate and operate with procedures that ensure adherence in the following areas:*
 - a. *Crime prevention*
 - b. *Law enforcement*
 - c. *Victims assistance*
 - d. *Public order*
 - e. *Emergency services*
 - f. *Administration and infrastructure*
2. *Fail to ensure that the policies and procedures in place meet the standard of adequate and effective, have regard to the Policing Standards Manual (2000) issued by the Ministry of the*

Solicitor General, and successor guidelines, are reviewed regularly, and, where possible, reflect a commitment to partnership.

3. *Fail to ensure that members have the necessary training, knowledge, skills and abilities to perform the duties as set out in the policies and procedures.*
4. *In accordance with the Missing Persons Act, 2018, fail to ensure that an annual report on missing persons is provided to the Board before April 1 each year that includes:*
 - the total number of urgent demands made in the previous calendar year and the number of missing persons investigations to which they related;*
 - a description of the types of records specified in the urgent demands for records made in that year.*

INTERPRETATION OF THE CHIEF OF POLICE

This executive limitation focuses on all of the Adequacy and Effectiveness provisions within Regulation 3/99 of the Police Services Act and the minimum provisions referenced in sec 4 (2) of the Police Services Act.

It is therefore my interpretation that the Durham Regional Police Service shall have, as our fundamental priorities, the provision of services that deal with the six noted areas: Crime Prevention, Law Enforcement, Victims Assistance, Public Order Maintenance, Emergency Response Services, and Administration and Infrastructure.

It is my further interpretation that adherence to Provincial Adequacy Standards is also demonstrated throughout the year based on compliance with Board Monitoring Reports and reference to these reports is made throughout this document where appropriate.

DATA SUPPORT

The policies and procedures mandated in Ontario Regulation 3/99 *Adequacy and Effectiveness of Police Services* are implemented within the Durham Regional Police Service (DRPS) through the directive system. Directives are the written orders of the Chief of Police, and outline for members the policies and procedures to be followed in order to ensure adequate and effective police service delivery.

The *Quality Assurance – Directives Forms and Audits* directive outlines how new and amended directives are to be developed and communicated throughout the police service, including notification to the Durham Regional Police Association. All new directives and revisions to existing directives are communicated internally through Routine Orders.

This report provides a listing of each area specified in the Durham Regional Police Services Board Policy *Adequacy and Effectiveness of Police Services Regulation*, along with a corresponding narrative that outlines the DRPS policies and procedures that speak to each component of the regulation. Appendix A summarizes the details of this report.

Policy Statement 1(a): Crime Prevention

i. Crime Prevention and Problem Oriented Policing

The *Crime Prevention Initiatives* directive sets out the procedures for community-based crime prevention initiatives. This directive outlines member responsibilities to assist and maintain community partnerships, to undertake directed patrols and crime management activities, and to educate the community with regards to crime prevention. The Community Safety Branch holds overall responsibility for the coordination of community-based crime prevention initiatives. The involvement of auxiliaries and volunteers in the delivery of community-based crime prevention initiatives is encouraged; the supervision of each is addressed in directives *Auxiliary Police Members* and *Volunteer Program* accordingly.

The *Problem-Oriented Policing* directive lays out a framework for members to follow in order to identify and solve problems in their respective work areas. This framework consists of the following steps: problem identification, analysis, development of a plan, implementation of the plan, and evaluation of the outcome.

Policy Statement 1(b): Law Enforcement

i. Community Patrol

The *Community Patrol* directive articulates that community patrol plans, comprising general and directed patrol, will provide excellent service delivery, with 24-hour response to calls for service, while maintaining officer and community safety. In support of this policy, community patrol procedures state that members shall ensure that they are aware of factors such as crime and disorder trends and other public safety issues within their respective work areas.

When a crime or disorder issue is identified as having characteristics that may warrant focused police attention, directed patrols may be assigned to supplement general patrol. Directed patrols are short, pre-planned assignments, usually carried out by frontline members, designed to address a specific problem in the community. Directed patrols are based on crime analysis, citizen input and police information.

ii. Dispatch Services

The Communications / 911 Unit is the Primary Public Safety Answering Point (PPSAP) for the Regional Municipality of Durham. Communications and dispatch services are supervised on a 24-hour per day basis and policies and procedures related to these services are outlined in the *Communications and Dispatch* directive. Two-way voice communication procedures are maintained between the communications centre and patrol officers with procedures for using the radios and talk groups outlined in the directive *Regional Interoperable Radio Communications System*.

All communicators, dispatchers, and their supervisors have the required training to perform their duties. In addition, the *Communications/911 Unit Standard Operating Procedures and Training Manual* contains detailed procedures that are specific to communications and dispatch services.

iii. Traffic Management, Traffic Law Enforcement and Road Safety

The service has six directives which relate to traffic management, traffic law enforcement, and road safety (see list in appendix). These directives outline the procedures for the investigation of motor vehicle collisions, unsafe vehicles, impaired driving offences, and suspended drivers.

iv. Criminal Investigators

The DRPS employs criminal investigators in each of the five community policing divisions, as well as in specialty investigative units such as Homicide, Sexual Assault, Financial Crimes, Domestic

Violence, Human Trafficking etc. Members assigned as criminal investigators have successfully completed the General Investigative Techniques course offered by the Ontario Police College. Additional training is offered to investigators in order to complement their knowledge in such specialties as investigative interviewing, death investigations, search warrant writing, specialized investigations, etc.

v. Supervision

Various directives contain procedures that state when a supervisor must be contacted, and when a supervisor must be present at an incident. Directives also state that supervision will be available to all members twenty-four hours per day. Furthermore, members may request the assistance of their supervisor at any time for support. Directives further state that supervisors shall monitor the performance of members and ensure that the activities they carry out are in compliance with the Police Services Act, the Occupational Health and Safety Act, DRPS directives, as well as all other relevant federal and provincial legislation.

The selection process for supervisors is outlined in the *Selection Processes (Job Postings and Promotion)* directive. To ensure that supervisors have the knowledge, skills, and abilities to supervise, the selection process includes supervisory approval, an assessment of the performance and promotional review forms, resume review, examination or course evaluation, a leadership potential assessment, executive abilities test, a 360 review, and interview panels. Supervisory training is offered through the Police Education and Innovation Centre (PEIC).

vi. Criminal Investigation Management

The *Criminal Investigation Management Plan* directive specifies those incidents for which a member must contact their supervisor as soon as practicable and clearly identifies the method by which all criminal investigations shall be conducted. In addition, it outlines the procedures for the assignment of investigative responsibilities to either a uniform member, a criminal investigator, or a member of a specialized investigative unit and assigns responsibility to ensure the investigator has the knowledge, skills and abilities to perform the tasks assigned.

vii. Assistance of Other Police Forces

The *Criminal Investigation Management Plan* directive ascribes responsibility to ensure that investigators have the requisite knowledge, skills, and abilities to conduct an investigation as assigned and for those circumstances that might require an independent investigation by another law enforcement agency. The directive outlines procedures for obtaining the services of the Ontario Provincial Police Behavioural Sciences and Analysis Services with the appropriate approval; these services include criminal profiling and forensic psychiatry.

viii. General and Specific Criminal Investigations

General criminal investigation procedures are outlined in the directive *Criminal Investigation Management Plan*. The DRPS has directives containing policies and procedures related to each type of criminal investigation specified in section 12(1) of the Adequacy Standard Regulation (refer to appendix for complete list).

ix. Multi-Officer Response

Procedures for multi-officer response are contained in various directives, such as *Robbery*, *Domestic Violence Occurrences*, and *Emergency [10-33] Procedure*, as well as in the *Communications/911 Unit Standard Operating Procedures and Training Manual* which specifies the criteria for the

assignment of the number of officers to respond to an incident. When necessary, procedures distinguish between the primary, or first officer on scene, and assisting officers.

x. Operational Matters Referred to in Subsection 13(1)

The DRPS has directives that contain policies and procedures for each of the operational matters referred to in section 13(1) of the Adequacy Standard Regulation (refer to the appendix for a complete list).

xi. Investigative Supports

The DRPS has directives that contain policies and procedures for each of the investigative supports referred to in clause 5(1)(d) of the Adequacy Standard Regulation (refer to the appendix for a complete list).

xii. Collection, Handling, Preservation, Documentation, and Analysis of Physical Evidence

The *Major Crime Scene Management* directive outlines the policies and procedures for the collection, control, documentation, and preservation of crime scene evidence. Other directives including *Drug Investigations*, *Forensic Investigative Services*, and *Seized and Found Property* also address the seizure and handling of evidence.

xiii. Specialized Assistance

The *Criminal Investigation Management Plan* directive contains procedures for obtaining the services of the Ontario Provincial Police Behavioural Sciences and Analysis Services. It also directs the Sexual Assault / Child Abuse Unit and the Domestic Violence Investigative Unit (DVIU) to consult, establish and maintain a positive working relationship with community agencies that provide information and support to victims. Other directives speak to the procedures to obtain specialized assistance depending on the context of the investigation (e.g. *Fire Investigations*, *Drug Investigations*, etc.). In addition to specialized assistance in the areas of criminal investigations, the DRPS has a memorandum of understanding with York Regional Police for the assistance of their underwater recovery team.

xiv. Provision of Police Services in Respect of All Navigable Bodies and Courses of Water

The directive *Waterways Policing* outlines the required training, equipment, and procedures for policing the waterways of Durham Region.

xv. Court Security

Court Services provides security to courthouse justices, courthouse staff, persons in custody, and all persons who attend courthouse proceedings. They also provide general security for the courthouse premises.

The *Court Security* directive outlines procedures for courthouse and courtroom security at both the Durham Region Courthouse and the Provincial Offences Court. The directive also provides details on the training required by Court Services members; and on the responsibilities of Court Services supervisors. The *Prisoner Care and Control – Court Services Branch* directive contains the procedures for ensuring the secure transport of prisoners from one lockup facility to another lockup facility, and between a lockup facility and a courthouse or courtroom.

In addition to the procedures outlined in the Court Security Directive, there is a separate lockdown protocol which provides detailed procedures for Durham Region Courthouse personnel when responding to a serious threat that necessitates a lockdown of the building.

Policy Statement 1(c): Victims Assistance

The *Victim Assistance Service Program* directive addresses the need to assist victims of crime and tragic circumstances by providing information, referrals to services, and short-term emotional support while ensuring that these victims are treated with courtesy, compassion and respect. The Board receives a monitoring report on Assistance to Victims of Crime (M113-20 refers).

Policy Statement 1(d): Public Order

i. Deployment

The Public Safety Unit (PSU) consists of sworn members who, in addition to their regular duties, receive crowd management and search training. The circumstances in which the Public Safety Unit may be called out are contained in the *Public Safety Unit* directive and PSU officers are responsible for complying with the provisions of the available manual.

ii. Labour Disputes

A labour dispute is a civil matter between management and labour; if no breach of the peace occurs, police intervention is usually not needed. A labour liaison officer, part of the Emergency Measures Office, may meet with management and organized labour prior to and during a labour dispute; these consultations usually ensure that all parties understand their legal rights and obligations, and assist in maintaining peaceful and law-abiding activities during labour disputes. The actions expected of DRPS members attending labour disputes are contained in the *Labour Disputes* directive.

Policy Statement 1(e): Emergency Services

i. Preliminary Perimeter Control and Containment

Front line members are often responsible for initial perimeter control and containment at high-risk incidents until relieved by members of the Tactical Support Unit (TSU). The directive *Preliminary Perimeter Control and Containment* outlines the containment procedures for first responders, assisting officers, and patrol supervisors responding to a crisis situation.

ii. Training and Qualifications for Members of Containment Teams, Tactical Units, Hostage Rescue Teams, Crisis Negotiators and Major Incident Commanders

The Tactical Support Unit and Hostage Rescue Team (TSU) members have received training in dynamic entry and hostage rescue that meet the Ministry's accreditation standards. The *Tactical Support Unit and Hostage Rescue Team* directive assigns responsibility to ensure team training requirements under provincial adequacy standards are met.

The *Crisis Negotiators* directive specifies the procedures for the deployment and training of DRPS crisis negotiators. Training includes completion of the Canadian Police College Crisis Negotiators course, or provincial equivalent, with a refresher course to be attended at minimum once every three years. Additional training includes a minimum of two training sessions each year.

The *Incident Command* directive outlines the requirements for selection and training for DRPS incident commanders. The successful completion of the Ministry accredited Critical Incident Commanders course, followed by annual scenario and refresher training, is mandatory for those members that wish to become and/or remain active major incident commanders.

iii. Deployment of Tactical Unit, Hostage Rescue Team, Major Incident Commanders, Crisis Negotiators, Police Explosive Forced Entry Technicians and Explosive Disposal Technicians; Emergency Response Services

Tactical Support Unit (TSU) members are deployed during incidents that involve hostages or forcibly confined persons, as well as armed or barricaded persons. Policies and procedures relating deployment are outlined in the *Tactical Support Unit and Hostage Rescue Team* directive and a manual is available to the team that speaks to hostage rescue, tactics, and explosive forced entry. Procedures for the deployment of explosive disposal technicians are outlined in the *Chemical Biological Radiological Nuclear and Explosive ~ CBRNE* directive. An Incident Commander is activated for any call out requiring TSU.

The *Incident Command* directive provides the policies that identify the circumstances in which an incident command callout should occur. A general guideline is that an Incident Command callout would occur for: barricaded persons, hostage taking, or armed person incidents; PSU searches for missing persons; natural or artificial disasters, such as train derailments, plane crashes, or terrorist act; or any other incident that could remove the duty inspector from their normal duties for an extended period.

Crisis negotiators provide effective crisis intervention for citizens who have temporarily lost their mental or emotional perspective and problem solving abilities. Policies and procedures for the deployment of crisis negotiators are outlined in the *Crisis Negotiators* directive. Each negotiator has access to the *Crisis Negotiators Field Guide, 2nd Edition*, as a reference.

iv. Emergency Plan

The *Disaster Response* directive contains the policies and procedures related to emergency planning. The DRPS has an emergency measures officer whose role is to coordinate the long-term planning efforts of the police in situations of emergencies and disasters. This is done in conjunction with the Durham Emergency Management Office, and other emergency response agencies. The emergency measures officer also works closely with municipal community emergency management coordinators (CEMC) in supporting municipal plans, as well as provincial and federal partners.

v. Ground Search

The *Missing Persons* directive establishes the procedure for conducting missing person searches. The roles and responsibilities of members involved in a missing person incident are set out in this directive, including those of the Search Manager. Auxiliary officers and volunteers may be used in ground searches for lost or missing persons, subject to proper supervision. An appendix to the *Missing Persons* directive provides a comprehensive procedure for requesting ground search resources to include members of the Public Safety Unit.

vi. Counter-Terrorism

The *Terrorism* directive provides members with direction in dealing with terrorist incidents. The directive clearly states that it is not meant to replace the Provincial Counter-Terrorism Plan (PCTP) or the National Counter-Terrorism Plan (NCTP).

If an event takes place, which falls within the parameters of the NCTP, the Integrated National Security Enforcement Team and the Royal Canadian Mounted Police (RCMP) shall be notified.

Policy Statement 1(f): Administration and Infrastructure

Section 30(1) of the Adequacy Standards Regulation stipulates that every police services board will prepare a business plan for its police force at least once every three years. The current DRPS business

plan is the 2020 Strategic Plan, approved by the Durham Regional Police Services Board in December 2019 (M438-19 refers). The service policy that outlines the development, implementation, and reporting of the business plan is documented in the *Business Planning* directive. The service undertakes appropriate consultation during the development of the business plan in accordance with section 32(2) of the Adequacy Standards Regulation. The Board receives a report on the progress toward the business plan objectives on a semi-annual basis (M291-20 refers).

Each year, in accordance with section 31 of the Adequacy Standards, the police service produces an Annual Report that relates the activities of the service during the previous year. The Annual Report is presented to the Police Services Board each year distributed no later than the second quarter of the year following the reporting period (M193-20 refers). The *Annual Reporting* directive sets out the requirements and responsibilities for the production of the report.

The *Quality Assurance – Directives Forms and Audits* directive establishes the quality assurance process in compliance with section 35 of the Adequacy Standards Regulation and sets out the responsibility to ensure directives are up-to-date and reviewed regularly. The Board receives the Audit Function monitoring report in April of each year (M112-20 refers).

In accordance with section 34 of the Adequacy Standards Regulation, the DRPS has procedures in place for the investigation of complaints. These procedures are contained in the directive *Complaints Process – Police Services Act*. The Board receives a report in response to the PSB By-Law: Administration of the Complaints System semi-annually (M042-20 refers).

Policy Statement 2

Each of the policies and procedures embedded in the directives and manuals described above meet the standard of adequate and effective, and are based upon the guidelines within the Policing Standards Manual (2000). Directives are reviewed regularly, and revised when necessary. A schedule to manage the review of directives is in place that assists with ensuring all directives are reviewed on a cycle appropriate to their assigned priority. Revisions to directives are communicated immediately via Routine Orders.

Policy Statement 3

The Police Education and Innovation Centre (PEIC) provides training programs to ensure that members have the necessary knowledge, skills and abilities to perform their duties. This includes the annual training that members receive on use of force, as well as de-escalation tactics, specialized courses to augment members existing skills and leadership development. Courses are offered under the following portfolios: Patrol, Investigative, Predatory Crime, Leadership Development, Use of Force, and Police Vehicle Operations. Learning outcomes are assigned to each course and evaluation methods identified in the course outline.

Policy Statement 4

Under section 8 of the Missing Person Act, 2018 police services are required to report annually on the use of urgent demands for records by members of the police service. The Ministry of the Solicitor General Annual Reporting Template (Form 7) with the data collection period ending December 31st, 2020 is included as Appendix B. The total number of urgent demands made by the Durham Regional Police Service for this data collection period was one (1). The total number of missing person investigations in which a demand was made was one (1).

Appendix A to the Monitoring Report: Adequacy and Effectiveness of Police Services

Table 1

ONTARIO REGULATION 3/99 SECTION:	Compliant with Section	DRPS Policy in Place	Police Standards Manual	Related DRPS Directive(s)	Last Reviewed	Related PSB Report(s)	Related PSB Minutes
Crime Prevention							
Crime Prevention Initiatives and Problem-Oriented Policing (Sec. 3)	Yes	Yes	CP-002	Crime Prevention Initiatives	May 2017	Community Policing (Ends)	M156-20
			CP-001	Problem-Oriented Policing	Sep 2019	Community Safety (Ends)	M434-20
			AI-005	Auxiliary Police Members	Dec 2019		
			AI-006	Volunteer Program	Mar 2020		
Law Enforcement							
Community Patrol (Sec. 4(3))	Yes	Yes	LE-001	Community Patrol	Jan 2020	Community Policing (Ends)	M156-20
Dispatch Services (Sec. 6(3))	Yes	Yes	LE-002	Communications and Dispatch	Jan 2020		
			LE-002	Regional Interoperable Radio Communications System	Jun 2020		
Traffic Management, Traffic Law Enforcement and Road Safety (Sec. 8)	Yes	Yes	LE-017	Vehicle Equipment Investigations	Sep 2019		
			LE-017	Motor Vehicle Collision Investigations	Aug 2019		
			LE-017	Motor Vehicle Impoundment	Sep 2019		
			LE-017	Driving While Suspended and Disqualified Investigations	Feb 2016		
			LE-017	Impaired Driving Investigations	Jan 2020		
			AI-013	RADAR and LIDAR Speed Measuring Devices	Sep 2017		
Criminal Investigators	Yes	N/A	LE-006	N/A			
Supervision (Sec. 10)	Yes	Yes	LE-025	<i>many directives</i> (see pg.3 of report)			
Criminal Investigation Management (Sec. 11(1) and 11(2))	Yes	Yes	LE-006	Criminal Investigations Management Plan	Jan 2020		

ONTARIO REGULATION 3/99 SECTION:	Compliant with Section	DRPS Policy in Place	Police Standards Manual	Related DRPS Directive(s)	Last Reviewed	Related PSB Report(s)	Related PSB Minutes
Assistance of other Police Forces (Sec. 11(4))	Yes	Yes	LE-006	Criminal Investigations Management Plan	Jan 2020		
General Criminal Investigations and Criminal Investigations into All Matters Specified in Subsection 12(1)	Yes	Yes	LE-034	Sexual Assault and Child Abuse	Mar 2018		
			LE-034, LE-040	Human Trafficking	Oct 2018		
			LE-036	Child Pornography and Internet Child Exploitation	Jun 2020		
			LE-028	Criminal Harassment	Aug 2018		
			LE-024	Domestic Violence Occurrences	Jan 2021		
			LE-031	Drug Investigations	Jan 2021		
			LE-021	Elder and Vulnerable Adult Abuse	Jun 2020		
			LE-038	Fraud and Counterfeit Currency	Jun 2020		
			LE-007, LE-008	Hate Crime and Hate Propaganda	Mar 2017		
			LE-039	Homicide	Jun 2020		
			LE-037	Death Investigations	Feb 2021		
			LE-032	Illegal Gaming	Jan 2014		
			LE-026	Missing Persons	May 2020		
			LE-026, LE-040	Parental and Non- Parental Abductions and Attempts	Oct 2020		
			LE-019, LE-029	Firearm Investigations	Jun 2018		
			LE-041	Proceeds of Crime	Jul 2019		
			LE-030	Property Offence Investigations	Sep 2018		
			LE-042	Robbery	Sep 2019		
			LE-043	Stolen Vehicle Investigations	May 2015		
			LE-044	Youth Crime	Sep 2019		
Multi-Officer Response (Sec. 12(2))	Yes	Yes	N/A	<i>multiple directives (see pg.4 of report)</i>			
All Operational Matters Referred to in Subsection 13(1)	Yes	Yes	LE-010	Internal Task Forces	Mar 2017		
			LE-009	Joint Forces Operations	Mar 2017		

ONTARIO REGULATION 3/99 SECTION:	Compliant with Section	DRPS Policy in Place	Police Standards Manual	Related DRPS Directive(s)	Last Reviewed	Related PSB Report(s)	Related PSB Minutes
			LE-004	Criminal Intelligence	Jun 2020		
			LE-003	Crime, Call and Public Disorder Analysis	Aug 2020		
			LE-015	Informant Management	Feb 2021		
			LE-015	Agent Management	Jun 2020		
			LE-018	Witness Protection	Jun 2020		
			LE-013	Persons in Crisis and Attempt Suicide	May 2020		
			LE-012	Search of Persons	Jul 2020		
			LE-011	Search of Premises and Warrants	Jun 2020		
			LE-005	Arrest and Warrant Applied For	Nov 2019		
			LE-023	Violent Crime Bail	Jun 2018		
			LE-016	Prisoner Care and Control	May 2020		
			LE-016	Prisoner Care and Control – Court Services Branch	Jan 2021		
			LE-033	Prisoner Transportation	Jun 2020		
			LE-020	Seized and Found Property	Aug 2019		
Investigative Supports (paragraph 14(1)(a))	Yes	Yes	LE-006	Scenes of Crime Officers	Aug 2019		
			LE-039	Forensic Investigative Services	Apr 2018		
			ER-010	Canine (K9) Unit	Aug 2020		
			LE-017	Motor Vehicle Collision Investigations	Aug 2019		
			LE-017	Impaired Driving Investigations	Jan 2020		
			LE-004	Criminal Intelligence	Jun 2020		
			LE-006	Criminal Investigation Management Plan	Jan 2020		
The Collection, Handling, Preservation, Documentation, and Analysis of Physical	Yes	Yes	LE-020	Major Crime Scene Management	Nov 2019		

ONTARIO REGULATION 3/99 SECTION:	Compliant with Section	DRPS Policy in Place	Police Standards Manual	Related DRPS Directive(s)	Last Reviewed	Related PSB Report(s)	Related PSB Minutes
Evidence (paragraph 14(1)(b))							
Specialized Assistance from Another Police Service (paragraph 14(1)(c))	Yes	Yes	LE-006	Criminal Investigation Management Plan <i>multiple directives</i> (see pg.4)	Jan 2020		
Provision of Police Services in Respect of All Navigable Bodies and Courses of Water (Sec.15)	Yes	Yes	LE-035	Waterways Policing	Aug 2019		
Court Security (Sec. 16)	Yes	Yes	LE-014 LE-016	Court Security Prisoner Care and Control – Court Services Branch	Jan 2021 Jan 2021		
Victims Assistance							
Victims Assistance (Sec. 17)	Yes	Yes	VA-001	Victim Assistance Service Program	Jan 2021	Assistance to Victims of Crime (Ends)	M113-20
Public Order Maintenance							
Deployment (Sec. 19)	Yes	Yes	PO-001	Public Safety Unit	Jun 2020		
Labour Disputes (Sec. 20)	Yes	Yes	PO-002	Labour Disputes	Aug 2019		
Emergency Services							
Preliminary Perimeter Control and Containment (Sec. 22)	Yes	Yes	ER-001	Preliminary Perimeter Control and Containment	May 2020		
Training and Qualifications for Members of Containment Teams, Tactical Units, Hostage Rescue Teams, Crisis Negotiators, and Major Incident Commanders (Sec. 24(2))	Yes	Yes	ER-002, ER-003	Tactical Support Unit and Hostage Rescue Team	Jun 2020		
			ER-005	Crisis Negotiators	Aug 2019		
			ER-004	Incident Command	Jun 2020		
Deployment of Tactical Unit, Hostage Rescue Team, Major Incident Commanders, Crisis Negotiators, Police Explosive Forced	Yes	Yes	ER-002, ER-003 ER-004 ER-005	Tactical Support Unit and Hostage Rescue Team Incident Command Crisis Negotiators	Jun 2020 Jun 2020 Aug 2019		

ONTARIO REGULATION 3/99 SECTION:	Compliant with Section	DRPS Policy in Place	Police Standards Manual	Related DRPS Directive(s)	Last Reviewed	Related PSB Report(s)	Related PSB Minutes
Entry Technicians and Explosive Disposal Technicians; Emergency Response Services (Sec. 25(2))			ER-006	Chemical Biological Radiological Nuclear and Explosive	Jun 2020		
Emergency Plan (Sec. 26)	Yes	Yes	ER-008	Disaster Response	May 2015		
Ground Search (Sec. 27)	Yes	Yes	ER-007	Missing Persons	May 2020		
Counter-Terrorism (Sec.28)	Yes	Yes	CT-001, CT-002, CT-003, CT-004	Terrorism	Jul 2019		
Administration and Infrastructure							
Administration and Infrastructure	Yes	Yes	AI-001	Business Planning	Apr 2018	Strategic Business Planning (Governance)	M291-20
			AI-011	Annual Reporting	Jul 2020	Strategic Business Planning (Governance)	M193-20
				Quality Assurance – Directives, Forms and Audits	Nov 2017	Audit Function (Executive Limitations)	M112-20
				Complaints Process – Police Services Act	Sep 2016	Administration of the Complaints System (Bylaw)	M042-20



REPORT TO THE POLICE SERVICES BOARD (PSB)

Author: Superintendent Cyril Gillis

Date of Report: January 22, 2021

Subject: Missing Person Act, 2018 Annual
Reporting for Urgent Demands

Information Report

RECOMMENDATION:

That the Board receives for information, the Annual Report, Form 7 – In accordance with O.Reg. 182/19 under the Missing Person Act, 2018. The contents included in this report must be prepared by April 1 and made publicly available by June 1 of each year.

I certify that the information contained in this report is true.

Signed: _____
Chief of Police

Date: _____

OVERVIEW

Missing Person Act, 2018 - Annual Reports

Under section 8 of the Missing Person Act, 2018 police services are required to report annually on the use of urgent demands for records by members of the police service and shall provide a copy of the report to the board of the police service. The annual report for the year shall contain:

- The total number of urgent demands made in that year and the number of Missing Persons Investigations to which they related; and
- A description of the types of records specified in the urgent demands for records made in that year.

O.Reg 182/19 specifies:

- For the purposes of subsection 8(1) of the Act, the prescribed date on or before which a chief of police shall prepare and provide a copy of the annual report is April 1, in a format approved by the Minister (Form 7);
- For the purposes of subsection 8(2) of the Act, the board that receives the annual report shall make it available to the public by posting it on a website, on or before June 1 in the year the report is received;
- For the purposes of clause 8(4)(c) of the Act, the annual report must also contain:
 - The total number of times that different types of records listed in subsection 4(2) of the Act were specified in the urgent demands made in that year; and
 - if applicable, a description of any types of records not listed in subsection 4(2) of the Act that were specified in the urgent demands made that year.

Appendix B to the Monitoring Report: Adequacy and Effectiveness of Police Services

REPORTING SUMMARY

The period of data collection for mandatory reporting under the Missing Person Act, 2018 began on January 1st, 2020 and ended on December 31st, 2020.

The Missing Persons Act, 2018 came into effect on July 1, 2019 and establishes the following measures to assist members of a police service in locating a missing person in the absence of a criminal investigation, while taking into account people's privacy interests and agency:

1. An order issued by a Justice for the production of records
2. An urgent demand for the production of records without an order under specific circumstances
3. A search warrant to enter premises issued by a Justice to facilitate a search for a missing person

O.Reg 182/19 made under the Missing Persons Act, 2018 clarifies the operational requirements for reporting an urgent demand for records and making publicly available an annual report.

The total number of Urgent Demands made by the Durham Regional Police Service for this data collection period was one (1). The total number of Missing Person Investigations in which a demand was made was one (1). The record included cellular subscriber information and cellular activity related to locations.

APPENDIX "A"

Ministry of the Solicitor General Annual Reporting Template (Form 7) with the data collection period ending December 31st, 2020.

In accordance with O.Reg.182/19 under the *Missing Persons Act, 2018* the contents included in this report must be prepared by April 1 of each year, and made publicly available by June 1 of each year.

Data Collection

Period of data collection

Start Date (yyyy/mm/dd)
2020/01/01

End Date (yyyy/mm/dd)
2020/12/31

Name of Police Force

Durham Regional Police Service

Detachment Location (if applicable)

Unit Number

Street Number

605

Street Name

Rossland Road East

PO Box

City/Town

Whitby

Province

Ontario

Postal Code

L1A 6A3

Total Number of Urgent Demands made

1

Number of Missing Persons Investigations in which a demand was made

1

Types of records specified in the urgent demands and total number of times that each type of record was included in the urgent demands

Records	Description	Total number of times demanded
Records containing contact information or other identifying information	Provided to Bell Mobility to ascertain the cellular subscriber information of the missing person.	1
Photos, videos, or other records containing visual representation		0
Records of telecommunications or records that contain other electronic communications information, including information about signals related to a person's location	Provided to Bell Mobility to locate the missing person's location via cellular activity.	1
Records of employment information		0
Records of personal health information within the meaning of the <i>Personal Health Information Protection Act, 2004</i>		0
Records related to services received from a service provider as defined in subsection 2(1) of the <i>Child, Youth and Family Services Act, 2017</i>		0
Records that related to a student of an educational institution		0
Records containing travel and accommodation information		0

Records	Description	Total number of times demanded
Records of financial information		0
Other records		0