



Peterborough Police Service Board

Policy Framework for Annual Reporting 2026-AI-010

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1.0 Authority

- 1.1 Subsection 37 (1) of the *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;
- 1.2 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;
- 1.3 Subsection 79 (3) of the CSPA provides, inter alia, that a Chief of Police of a Police Service maintained by a Police Service Board shall (a) administer the Police Service and oversee its operation in accordance with the Board's policies and Strategic Plan, and (c) comply with the lawful directions of the Board;
- 1.4 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, including information on,
 - a) implementation of the Strategic Plan prepared and adopted by the Police Service Board under subsection 39 (1) of the CSPA;
 - b) public complaints;

- c) the actual cost of policing; and
- d) any other information that is required to be in the annual report by other regulations made under the CSPA.

Subsection 12 (2) of the said O. Reg. 399/23 provides that the Board shall publish the annual report on the internet;

- 1.5 Section 39 of the CSPA provides that the Police Service Board shall, in accordance with the regulations, if any, prepare and adopt a Strategic Plan for the provision of policing, which shall address at least the matters detailed in Section 39;
- 1.6 Section 41 of the CSPA requires that the Board shall file an annual report with the municipality regarding the matters detailed in Section 41;
- 1.7 The Board deems it appropriate to require the Chief of Police to prepare, for the Police Service Board, an annual report on the activities of the police service during the previous fiscal year, which include, at a minimum the matters detailed in Sections 39 and 41 of the CSPA, and:
 - a) performance objectives, indicators and results;
 - b) public complaints; and
 - c) the actual cost of police services.

NOW THEREFORE THE PETERBOROUGH POLICE SERVICE BOARD APPROVES AND ADOPTS THE FOLLOWING:

2.0 Definitions

In this Policy:

- 2.1 **“Act” or “CSPA”** means the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, and amendments thereto;
- 2.2 **“Board”** means the Peterborough Police Service Board;
- 2.3 **“Chief”** means the Chief of the Peterborough Police Service;
- 2.4 **“Complaints Director”** means the person appointed to the position by the Lieutenant Governor pursuant to subsection 131 (1) of the CSPA;
- 2.5 **“Member”** means a member of the Peterborough Police Service;
- 2.6 **“Municipal Council”** means the Municipal Council of the City of Peterborough;
- 2.7 **“Service”** means the Peterborough Police Service.

3.0 Board Policy

- 3.1 The Chief shall develop for the Board's approval an annual report in accordance with O. Reg. 399/23 and this policy.

4.0 Framework for Annual Reporting

4.1 Annual Reporting on the Strategic Plan

- 4.1.1 The Chief of Police will prepare an Annual Report for the Board on matters detailed in Section 39 of the CSPA regarding the Strategic Plan, and consistent with the requirements of Board Policy 2026-AI-001, Framework For Strategic Planning, 413/2024: Framework for Strategic Planning, and subsection 12 (1) (a) of O. Reg 399/23.

- 4.1.2 The Board, in consultation with the Chief, will establish a process for the communication of the annual report to:

- (a) Members; and
- (b) Members of the public.

4.2 Annual Reporting on Public Complaints

- 4.2.1 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 the Board's Complaints Policy and subsection 12 (1) (b) of O. Reg. 399/23.

4.3 Cost of Policing

- 4.3.1 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:

- (a) the actual cost of policing for the previous fiscal year; and
- (b) a comparison between the actual cost of policing and estimated cost projections for implementing the Strategic Plan or approved budget.

4.4 Problem-Oriented Policing and Crime Analysis

- 4.4.1 The Chief shall ensure the police service's Annual Report to the Board addresses:

- (a) the initiatives undertaken by the police service to promote, implement and evaluate problem-oriented policing;

- (b) crime, calls for service, public disorder patterns, trends and forecasts, based on crime, calls for service and public disorder analysis;
- (c) the number of completed joint forces operations that the police service participated in, the cost to the police service and whether they achieved performance objectives; and
- (d) the number of completed internal task forces established within the police service, the cost to the police service and whether they achieved their performance objectives.

4.5 Organizational Structure

4.5.1 The Chief shall develop for the Board's approval an organizational structure, and from time to time proposed amendments to that structure, which are effective and meet the needs of the community and the Service, in accordance with the needs of the Board, the Service and the communities served.

5.0 Implementation

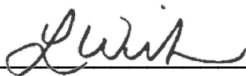
- 5.1 That the Board approves and adopts this Policy #2026-AI-010 Framework for Annual Reporting which shall come into force on July 22, 2026.
- 5.2 That Policy #AI-011 Framework for Annual Reporting, enacted on October 20, 2014, is hereby repealed effective July 22, 2026.



Mary ten Doeschate, Chair
Peterborough Police Service Board

July 22, 2026

Date



Lisa Wilson, Executive Assistant
Peterborough Police Service Board

July 22, 2026

Date