Peterborough Police Service Board

Policy
Sexual Assault Investigation
2026-LE-056

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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 And whereas subsection 1 (1) of the CSPA provides, inter alia, that policing shall be provided throughout Ontario in accordance with the principle of the need to ensure the safety and security of all persons and property in Ontario, including on First Nations reserves;

1.4 O. Reg. 392/23: Adequacy and Effective Policing (General) ("the Adequacy Regulation") prescribes standards for adequacy and effectiveness of police services;

1.5 The Board deems it appropriate that the Chief of Police develop and maintain procedures on and processes for undertaking and managing investigations into sexual assault occurrences;

1.6 O. Reg. 394/23: Major Case Management and Approved Software Requirements prescribes requirements for investigation of Major Cases, including Sexual Assaults;

1.7 It is the purpose of this Policy to ensure that the Service has procedures in place to reduce violence against persons by encouraging an effective and consistent response to sexual assault complaints.

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*, as amended;

2.2 **"Board"** means the Peterborough Police Service Board;

2.3 **"Chief"** means the Chief of the Peterborough Police Service;

2.4 **"Member"** means a member of the Peterborough Police Service;

2.5 **"Ministry"** means the Ministry of the Solicitor General;

2.6 **"Service"** means the Peterborough Police Service.

3.0 Board Policy

3.1 The Board recognizes that matters of sexual assault are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4.0 Direction to the Chief

4.1 **Procedures**

4.1.1 The Chief shall develop and implement written procedures with respect to the investigation of and laying of charges in sexual assault cases. These procedures shall:

a) require that investigations be undertaken in accordance with the Service's Criminal Investigation Management Plan;
b) require compliance with the procedures set out in the Ministry's designated Ontario Major Case Management Manual and O. Reg. 394/23: Major Case management and Approved Software Requirements;
c) address communications and dispatch, initial response and investigations relating to sexual assaults;
d) address community notification; and
e) adhere to the reporting requirements of section 18 of O. Reg. 395/23: Investigations.

4.1.2 The Chief shall develop and implement a written procedure to monitor and evaluate all responses to complaints of sexual assaults to ensure compliance with the said procedures by Members.

4.2 Protocol

4.2.1 The Chief shall ensure the police service, where possible, establishes multi-agency protocols with hospitals and agencies, including local Crown Attorneys, sexual assault treatment centres, sexual assault/rape crisis centres and victim services to ensure a coordinated and effective response to victims of sexual assaults.

4.3 Training

4.3.1 The Chief shall ensure that Members involved in the investigation of sexual assaults receive the appropriate Ministry accredited training in dealing with sexual assault occurrences and that these Members have the requisite knowledge, skills and abilities to investigate sexual assault offences.

4.3.2 The Chief shall ensure that the Skills Development and Learning Plan is consistent with Ministry standards for members performing this function.

4.4 Victims

4.4.1 The Chief shall form a committee with local hospitals and agencies which provide services to victims of sexual assault in order to ensure a coordinated and effective response to victims of sexual assault.

4.4.2 The Chief shall develop and implement a written procedure to ensure that the needs of victims of sexual assault crimes are accommodated.

5.0 Report to the Board

5.1 The Chief shall report to the Board on the Service's implementation of this Policy as follows:

5.1.1 In response to questions from the Board regarding Service procedures developed pursuant to the policy, either verbally at a meeting when the question is asked, or in writing at the next regularly scheduled Board meeting, as directed by the Board; and

5.1.2 Within thirty days of the Chief becoming aware of a breach of Service procedures developed pursuant to this policy that the Chief in his sole discretion determines to be a significant breach that is likely to result in liability for or reputational damage to the Board or the Service, the Chief shall:

a) report to the Board verbally regarding the matter at its next regularly scheduled meeting;

b) provide periodic verbal updates as directed by the Board at subsequent meetings pending completion of internal and external proceedings regarding the matter; and

c) after the conclusion of all internal and external proceedings regarding the matter, provide a written report to the Board explaining:

i) the breach;

ii) the circumstances surrounding the breach;

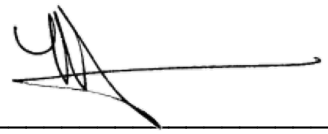
iii) the Chief's liability or reputational concerns; and

iv) the corrective measures taken, including amendments to the procedure to guard against future breaches.

6.0 Implementation

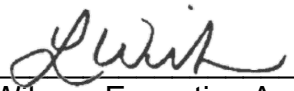
6.1 That the Board approves and adopts this Policy #2026-LE-056 Sexual Assault Investigation which shall come into force on October 21, 2026.

6.2 That Policy #LE-034 Sexual Assault Investigation, enacted on October 20, 2014, is hereby repealed effective October 21, 2026.



Mary ten Doeschate, Chair
Peterborough Police Service Board

October 20, 2026
Date



Lisa Wilson, Executive Assistant
Peterborough Police Service Board

October 20, 2026
Date