

HALTON REGIONAL POLICE SERVICES BOARD

ADEQUACY STANDARDS POLICY DOCUMENT

Policy No. & Subject:	B-AI-011 - Framework for Annual Reporting
Date Approved:	December 20, 2002
Effective Date:	Upon approval
Reporting Requirement:	Annually
Revision Dates:	
Service Directive Linkage:	* (See below)

1. Framework for Annual Reporting (pursuant to O. Reg. 3/99 and PSM Guideline No. AI-011)

1.1 It is the policy of the Board with respect to Annual Reporting that the Chief of Police shall prepare for presentation to the Board an Annual Report which includes activities of the Police Service during the previous fiscal year, which includes, as a minimum, information on:

- a) performance objectives and indicators as set out in the Business Plan, and results achieved related to:
 - i) the Service's provision of community-based crime prevention initiatives, community patrol and criminal investigation services;
 - ii) community satisfaction with police services;
 - iii) emergency calls for service;
 - iv) violent crime and clearance rates for violent crime;
 - v) property crime and clearance rates for property crime;
 - vi) youth crime and clearance rates for youth crime;
 - vii) police assistance to victims of crime and re-victimization rates; and
 - viii) road safety.

- b) public complaints including the following information;
 - i) the number of complaints against the policies and services of the Police Service;
 - ii) the number of complaints against the conduct of police officers;
 - iii) the process by which complaints in i) and ii) were dealt with;
 - iv) the final disposition of public complaints in i) and ii), including actions taken, if any; and
 - v) a comparison of complaints in i) and ii) with numbers from previous years.

- c) the actual cost of police services for the previous fiscal year including a comparison between the actual and estimated cost of policing for that year as was projected in the business plan or approved budget;

- d) initiatives undertaken by the Police Service to promote, implement and evaluate problem-oriented policing as set out in Policy B-CP-001.

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- e) crime, calls for service and public disorder patterns, trends and forecasts, based on crime, calls for service and public disorder analysis as set out in Policy B-LE-003.
- f) the number of completed joint forces operations that the Police Service participated in, the cost to the police service and whether they achieved their performance objectives as set out in Policy B-LE-009.
- g) the number of completed internal task forces established within the Service, the cost to the Service and whether they achieved their performance objectives as set out in Policy B-LE-010.
- h) an organizational overview of the Service that:
 - i) addresses a statement of purpose and direction of the Service; and
 - ii) includes a current organizational chart, a description of the organizational structure and information on uniform and civilian staffing levels.

*** Service Directives Linkages:**

EXE-020 Business Planning

CPS-001 Crime Prevention

INT-013 Crime Analysis

PFS-001 Complaints Against Police/Criminal Investigations of Members

CPO-023 Internal Task Forces

CPO-024 Joint Task Forces

CPO-025 Problem Oriented Policing