Northumberland OPP Detachment Board Policy

Board Member Training and Education

Policy No: 2024-11

Effective Date: April 1, 2024

Rescinds all other Policies and Procedures relating to this subject.

1. Policy Statement

1.1. It is the policy of the Board to require Board/Committee members to complete all mandatory training and education courses required under the *Community Safety and Policing Act, 2019* ("CSPA") and to avail themselves of the ongoing education and training programs offered by Ontario Association of Police Services Boards ("OAPSB"), the Ministry of Community Safety and Correctional Services, or other organizations. A commitment to on-going training and education will better equip the Board to provide the leadership and competencies necessary to meet both its statutory and governance responsibilities.

1.2. The Board also recognizes the need for it to play an active role in education and orientation for new members as well as ongoing training.

2. Statutory Authority or References

Regulations

2.1. The Minister's duties under CSPA s.3 include the duty to develop, promote and provide education and training to enhance the professional provision of policing and assist members of policing boards in performing their duties.

2.2. In addition, to related regulation making power found elsewhere under the CSPA (e.g., ss.35(2) below), under CSPA ss.261(2) the Minister may make regulations governing training and prescribing additional training requirements, including training approved by the Minister respecting additional prescribed matters, in relation to members of all policing boards governed under the CSPA.

CSPA Required Training

2.3. Under CSPA ss.35(2) all Board and Committee members are required to successfully complete:

(a) the training approved by the Minister with respect to the role of an OPP detachment board and the responsibilities of board/committee members;
(b) the training approved by the Minister with respect to human rights and systemic racism;
(c) the training approved by the Minister that promotes recognition of and respect for:
  (i) the diverse, multiracial, and multicultural character of Ontario society; and
  (ii) the rights and cultures of First Nation, Inuit, and Métis Peoples; and
(d) any other training prescribed by the Minister.

2.4. If required training is not completed, CSPA ss.35(3) and (4) provide that a Board/Committee member shall not:

(a) exercise their powers or perform the duties of their position until they successfully complete the training required in clause 1. above; or

(b) continue to exercise their powers or perform the duties of their position after the period prescribed by the Minister following their appointment until they successfully complete their required training under clauses 2 and 3 above.

2.5. Under CSPA ss.35(5) the regulations made by the Minister may provide that a Board/Committee member shall not exercise specified powers or perform specified duties, or shall not continue to exercise specified powers or perform specified duties, until the member has completed specified training prescribed under clause 2.4(d) above within the timeline set out in the regulations.

3. Purpose

3.1. In addition to CSPA compliance, the Board recognizes that the governance of a police service is a significant public responsibility, and the Board strives for excellence in police governance. The Board acknowledges that members bring a variety of experience and skills to their position and that their contribution can be enhanced through participation in relevant training and professional development opportunities.

4. Scope

4.1. This Policy will apply to Board Members and the Executive Assistant in the conduct of their duties.

5. Definitions

5.1. As defined herein.

6. Policy Guidelines

6.1. The Board shall ensure that:

(a) appropriate funds are allocated for training and education of Board members each year;

(b) all new members complete all mandatory training and education required under the CSPA and regulations as well as any training sessions offered to the Board through its Ministry advisor; when available;

(c) Board members are advised of supplemental training and education opportunities offered through the OAPSB and other organizations and members must be proactive themselves in identifying such training and education opportunities;

(d) when a member attends a training/educational conference or event, that member report back to the Board at its next meeting to share conference/event materials and learnings;

(e) records are maintained by the Executive Assistant to indicate the attendance by Board members at training sessions;

(f) all new members receive, in addition to the above, an internal orientation presented by the Chair and Vice-Chair which includes the following information:
- (i) Board policies, by-laws, and other governance materials (see paragraph 6.2 below);
- (ii) code of conduct;
- (iii) conflict of interest;
- (iv) remuneration and expenses;
- (v) Board and police services budget;
- (vi) Board responsibilities as identified in the CSPA;
- (vii) introduction to other Board members;
- (viii) zone meetings;
- (ix) role of OAPSB; and

(x) role of the Policing Services Advisor and current contact details; and

(g) Chair/Vice-Chair to hold annual governance refresher session.

6.2. The Chair/Vice-Chair shall ensure that all new appointees receive relevant governance information/documents, including, the following:

(a) Board governance framework memo and attachments which include
  (i) CSPA and Regulations;
  (ii) Board By-Laws; and
  (iii) Board Policies;

(b) OAPSB Policing Standards Manual; and

(c) OAPSB Members' website address and members' password.

7. Review and Revision History

Revision Date	Description of Changes
April 1, 2024	Reflect new CSPA

Approved and ratified by the Board effective April 1, 2024.

John Davison

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Chair

Lou Rinaldi

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Vice-Chair