



Windsor Police Services Board

POLICY

Policy Name: Legal Policy		Policy Number: LEG-01
Responsible Manager: Administrative Director, WPSB	Review Schedule: 3 Years	Effective Date: July 22, 2022
Repeals: NEW	Date Last Reviewed:	Next Review Date: July 2025
Reference:		
Related Documents:		

1. POLICY STATEMENT

- 1.1. Under Section 31(1) (c) of the Police Services Act, the Board shall establish policies for the effective management of the police service.

2. PURPOSE

- 2.1. Section 37 of the Police Services Act states that a board shall establish its own rules and procedures in performing its duties under the Act. This policy provides direction with regard to the provision of legal services required by the Board, including delegations of responsibility.

3. STATUTORY AUTHORITY

- 3.1. Police Services Act, R.S.O. 1990

4. LEGAL POLICY

- 4.1. As a normal consequence of its operations and the exercise of its responsibilities, the Board is involved in litigation both as Plaintiff and Defendant before the Courts and various administrative tribunals. The Board has overriding authority to commence, manage and settle all legal matters involving the Windsor Police Service.
- 4.2. The Board Solicitor or designate has general authority to supervise the defence, prosecution and conduct of all matters or actions brought by or against the Board, subject to such instructions as may be issued by the Board from time to time.

5. REPORTING REQUIREMENTS

5.1. Understanding that litigation matters flow through and are managed by various departments within and external to the Windsor Police Service it is the policy of the Board that the Chief of Police will:

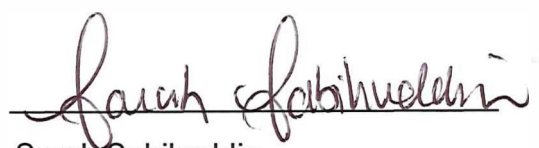
5.1.1. Develop internal protocols and associated processes related to litigation reporting which will act as a central repository of all current and ongoing litigation activities.

5.1.2. Make this litigation reporting tool available to the Administrative Director of the Board.

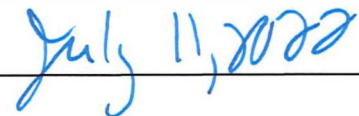
5.2. On an annual basis, a report shall be submitted to the Board from the Administrative Director detailing current and ongoing litigation activities.



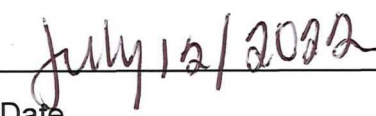
Drew Dilkens
Board Chair



Sarah Sabihuddin
Administrative Director



Date



Date



Windsor Police Services Board

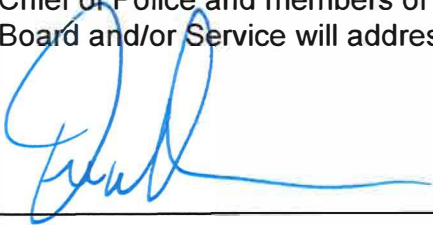
DIRECTIVES

Policy Name: Disclosure of Human Rights Claims and Proceedings		Policy Number: LEG-02
Responsible Manager: Administrative Director, WPSB	Review Schedule: 3 Years	Effective Date: April 22, 2021
Repeals: NEW	Date Last Reviewed: April 2021	Next Review Date: April 2024
Reference: OCPD Report rec. 31		
Related Documents:		

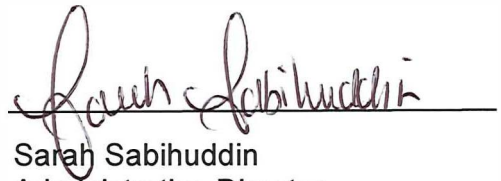
1. The Windsor Police Services Board strives to implement fair and transparent policies and processes to ensure a high degree of public trust in the Windsor Police Service and its members.
2. To this end, it is the policy of the Board, with respect to human rights claims and proceedings against the Windsor Police Service and/or the Board, to require the Chief of Police to:
 - 2.1 Inform the Board of any human rights claims or proceedings against the Windsor Police Service and/or the Board as well as, in particular, allegations set out therein that could reveal systemic or recurring human rights issues;
 - 2.2 Keep the Board apprised of any and all developments relating to human rights claims or proceedings against the Windsor Police Service and/or the Board including, without limitation, the ongoing costs of same;
 - 2.3 Inform the Board of any offers to settle human rights claims or proceedings against the Windsor Police Service and/or the Board; and
 - 2.4 Obtain authorization from the Board prior to making or accepting any offers to settle human rights claims or proceedings against the Windsor Police Service and/or the Board.
3. In considering any potential settlement of a human rights claim or proceeding, the Board shall consult with the Chief of Police and legal counsel, and consider the following:
 - 3.1 The relative strengths and weaknesses of the claim or proceeding;
 - 3.2 The anticipated costs of defending the claim or proceeding;
 - 3.3 The recommendations from the Chief of Police in regard to the claim or proceeding;
 - 3.4 The legal advice from legal counsel in regard to the claim or proceeding;
 - 3.5 How any prior similar claims or complaints were dealt with;
 - 3.6 Whether the proposed settlement encourages public trust in the Windsor Police Service;

- 3.7 Any other consideration that the Board determines to be relevant to the specific claim or proceeding
- 3.8 The legal advice from legal counsel in regard to the claim or proceeding;
- 3.9 How any prior similar claims or complaints were dealt with;
- 3.10 Whether the proposed settlement encourages public trust in the Windsor Police Service;
- 3.11 Any other consideration that the Board determines to be relevant to the specific claim or proceeding.

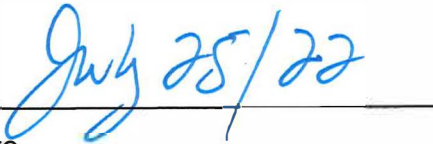
4. The Board shall regularly review ongoing human rights claims or proceedings to ascertain the existence of potential systemic or recurring human rights issues. The Board will strive to address any identified potential systemic or recurring human rights issues in a transparent manner, having regard to any relevant legislative or legal restrictions, with the Chief of Police and members of the Windsor Police Service as whole, and identify how the Board and/or Service will address the issue identified.



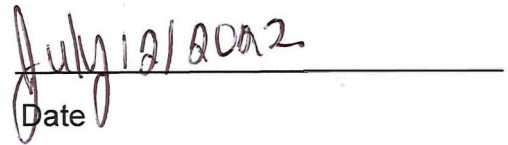
Drew Dilkens
Board Chair



Sarah Sabihuddin
Administrative Director



Date



Date