



Hamilton Police Service Board Extreme Incident Response Plan P-014

Effective date: April 1, 2024
Reviewed:
Amended:

Applicable Legislation

O.Reg. 392/23 Adequate and Effective Policing (General) under the *Community Safety and Policing Act, 2019, S.O. 2019, c.1, Sched.1 (the Act)*.

Policy Application

1. In this policy, “extreme incident” means a situation in which there is reason to suspect either:
 - a. A terrorism offence within the meaning of section 2 of the Criminal Code (Canada) that will cause or has caused casualties or negative impacts to critical infrastructure in the police service’s area of policing responsibility will be or has been committed;
 - b. A criminal offence that will cause or has caused mass casualties will be or has been committed, and the effects of that offence could potentially exceed the capacity of the police service;
 - c. A criminal offence that will cause or has caused negative impacts to critical infrastructure, requiring a response by the police service that could potentially exceed its capacity, will be or has been committed;
 - d. Multiple active attacker incidents, at least one of which is in the police service’s area of policing responsibility, will occur or are occurring, simultaneously, and there is reason to suspect the incidents are related;
 - e. A protest, demonstration or occupation that will pose a serious threat to human life or critical infrastructure will occur or is occurring.

2. The Chief of Police, or designate, shall:
 - a. Ensure that the Notification Protocol in the Provincial Plan is disseminated to appropriate front-line members through to senior command of the police service;
 - b. Ensure the protocol is kept current with regard to contacts and positions, titles and roles;
 - c. Undertake risk assessments at a minimum annually or more frequently as required to identify potential targets (for example, persons, places, objects or systems) that are anticipated to be the subject of an extreme incident including, but not limited to:
 - i. creating and maintaining an up-to-date inventory of potential targets that are anticipated to be the subject of an extreme incident within the police service's area of responsibility;
 - ii. assessing the risk of an extreme incident (high/medium/low) associated with these targets.
 - d. Ensure open lines of communication are created and maintained to share information, including intelligence relevant to an extreme incident with other police services and relevant entities including but not limited to OPP Provincial Operations Centre (POC);
 - e. Ensure that a process is in place to identify and access necessary resources, including but not limited to:
 - i. personal protective equipment;
 - ii. specialized services (for example, tactical units);
 - iii. vehicles;
 - iv. training;
 - v. temporary accommodation;
 - vi. decontamination equipment;
 - vii. telecommunications equipment (which are also interoperable).
 - f. Review, train on and exercise their respective procedures at a minimum every two years, and following legislative and operational changes affecting extreme incident response as applicable. This process will consist of:

- i. reviewing their respective procedures for compliance with legislative and operational changes, including linkages with the municipal or First Nation emergency plan(s) within their jurisdiction;
 - ii. conducting a simulated drill or sequence of events that places participants in a situation requiring them to function in the capacity that would be expected of them in the event of a real extreme incident. The simulated drill or sequence of events shall be performed concurrently with other police services and should also involve other relevant entities (for example, emergency service providers). This simulated drill or sequence of events shall at a minimum, test the interoperability of communication systems between the Police Service and other participating police services and any participating other relevant entities;
 - iii. considering how recent extreme incidents were responded to and lessons learned.
3. Based on information received regarding an extreme incident, the Chief of Police shall ensure that the following responsibilities are fulfilled as the circumstances require in addition to satisfying any other operational priorities that may exist:
 - a. Implementing initial response and determining priorities, roles, and responsibilities of responding police officers on the scene(s);
 - b. Undertaking the applicable steps from the Notification Protocol;
 - c. Establishing an incident command or an integrated unified incident command (as applicable);
 - d. Coordinating actions of responding police officers and specialized responders as applicable, including liaising with other emergency service providers, such as fire and emergency medical services;
 - e. Activating any applicable agreements, as required, including agreements for the transfer of command to other police services or the RCMP, where applicable;
 - f. Following the inter-agency cooperation and information and intelligence sharing protocols;
 - g. Providing timely and relevant information to the media, including issuing public alerts, as required;

- h. Providing assistance to victims and witnesses, including the provision of referrals that are appropriate in the circumstances to emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, nongovernmental or community organizations.
4. The Chief of Police shall ensure that notification is given to municipal, First Nation, provincial, and federal government emergency service providers, as applicable, when it is safe for them to start addressing the consequence(s) of an extreme incident. To ensure a coordinated effort with respect to consequence management response, including rescue and recovery efforts, the Chief of Police or designate shall liaise with other emergency services providers, such as fire, emergency medical services, hospitals and public health officials, as applicable.
5. The Chief of Police shall exercise primary responsibilities in resulting investigations subject to the Security Offences Act or other legislation assigning primary responsibility to a specific police service or to an agreement pursuant to s. 14 of the Community Safety and Policing Act, 2019 with another police service to undertake the relevant investigation.
6. 6. The Chief of Police may request that the Commissioner of the OPP or the Chief of Police of another Police Service provide assistance, if the Chief of Police is of the opinion that the extreme incident is an emergency. The board may also request the OPP's or another police service's assistance by resolution.
7. The Chief of police or designate shall provide updates to the OPP Provincial Operations Centre (POC) as per the Notification Protocol in the Provincial Plan. The Chief of Police shall share information, including intelligence relevant to an extreme incident with other Chiefs of Police and relevant entities as necessary to support an effective response, maintain situational awareness and public safety, and facilitate coordination of resources in accordance with local plans and standard operating procedures, or on an ad hoc basis, to the extent such disclosure is legally permitted.

8. The Chief of Police or designate shall inform the board of the extreme incident and continue providing appropriate updates through the Chair of the board or their designate.
9. The Chief of Police shall decide whether to make public any information relating to the extreme incident. The chief of police shall, where appropriate:
 - a. Disseminate directions to personnel with regards to media scene access restrictions;
 - b. Provide access to the perimeters of the scene;
 - c. Release appropriate information to the media and members of public; and
 - d. Maintain ongoing liaison with the media.
10. The Chief of Police or designate shall ensure public alerts are made as required using:
 - a. Social media notification; and
 - b. An emergency alert system that delivers alerts through television, radio, and wireless devices.

Reporting

1. The Chief of Police or designate shall, following an extreme incident, prepare a report reviewing and evaluating the police service's response to the incident. The report must include:
 - a. General information regarding the incident, including the nature of the incident, the date, time and location of the incident, the environment in which the incident occurred and the details on the response to the incident;
 - b. The type of personnel from the police service and other agencies involved in responding to the incident and their role in the response;
 - c. An analysis of the outcome of the incident, including what worked well and recommendations for improvements, including matters to be addressed through changes to procedures and/or training;
 - d. As applicable, the impact of the extreme incident and the Police Service's response to the extreme incident as it related to:

- i. victims;
- ii. the community;
- iii. the Police Service and other first responder agencies; and
- iv. individual members of the Police Service.

If the extreme incidents involves the members of another police service, the Chief of Police shall prepare the above report in consultation with the chiefs of police of the other involved police services.

2. The Chief of Police shall ensure the report is prepared within 120 days after:
 - a. The day of the incident, if there is no Special Investigations Unit investigation into the incident;
 - b. If there is a Special Investigations Unit investigation into the incident, the day on which public notice in respect of the incident is given under section 33 of the Special Investigations Unit Act, 2019, or a report is published in respect of the incident under section 34 of that Act.
3. If the Chief of Police is unable to complete the report within the timeframe above, the Chief of Police shall notify the board of the status of the report every 30 days, until the report is complete.
4. The Chief of Police shall provide the board the report within 30 days after the Chief of Police approves the report. The board shall publish the report on the internet, subject to the following:
 - a. The board shall not make any information from the report available to the public without consulting with the chief of police regarding (1) whether any information from the report should not be disclosed and (2) whether the information could be redacted if access to the report were requested under the Freedom of Information and Protection of Privacy Act (FIPPA) and the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA);
 - b. The board shall not redact any information in the report that would be required to be disclosed in response to a request for access under the FIPPA or MFIPPA.