



Hamilton Police Service Board Investigations Policy P-013

Effective date: April 1, 2024
Reviewed:
Amended:

Applicable Legislation

O.Reg. 395/23 of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1 (the Act)* Section 37(1)(j)

Policy Application

The Chief of Police shall comply with Ontario Regulation 395/23 – Investigations, and ensure that:

1. The Police Service has at least one of each of the following individuals available 24 hours a day:
 - a. A senior investigator.
 - b. A supervisor.
 - c. A major case manager.
2. The following procedures are in place, and updated on a regular basis:
 - a. Procedures regarding notifying supervisors of matters for the purposes of section 6.
 - b. Procedures for undertaking investigations.
 - c. Procedures for the management of information relating to investigations.
 - d. Procedures for managing informers and agents and ensuring their security.
3. Consultation occurs with the Crown Attorney regarding any concerns raised by the Crown Attorney or judiciary regarding the investigation procedures or the practices of members of the police service related to any aspect of an

investigation, and appropriate follow up and review is conducted when concerns are identified.

4. Members of the Hamilton Police Service are deployed as required to undertake or supervise investigations.
5. The following factors are considered when determining the number of members of the Police Service that are required to undertake and supervise an investigation:
 - a. Data on the workload of members conducting investigations from the previous five years;
 - b. The crime severity index for areas being policed;
 - c. The clearance rates for the areas being policed;
 - d. The strategic plan for the police service; and
 - e. The geographical characteristics of the community.

Reporting

The Chief of Police shall submit an annual report to the board demonstrating compliance with this policy.