



Kingston Police Service Board

Public Agenda Recommendation Report

To: Kingston Police Service Board
From: Policy & By-Law Committee
Subject: Quality Assurance Policy
Date: September 3, 2025

Strategic Priority Alignment:

Administrative/Procedural

Recommendation:

That the Kingston Police Service Board adopt the Quality Assurance policy as presented in Report Number 25-52.

Background/Analysis:

Section 23 of *Ontario Regulation 392/23* requires that every police service board and every chief of police establish and maintain a policy to implement a quality assurance process related to the provision of adequate and effective policing. This regulatory requirement ensures ongoing compliance with the *Community Safety and Policing Act, 2019*, and promotes accountability, consistency, and continuous improvement in the delivery of policing services.

Financial Considerations:

There are no financial implications arising from the approval and adoption of this policy.

Contacts:

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Exhibits Attached:

Exhibit "A" – Draft Quality Assurance policy



KINGSTON POLICE SERVICE BOARD

Quality Assurance (GP-00XX)

Adopted:

Reviewed:

Revised:

Expires: Indefinite

Rescinds:

Legislation:

O. Reg. 392/23: Adequate and Effective

Policing, s. 23.

Community Safety and Policing Act, 2019.

1. Policy Statement:

Section 23 of the *Ontario Regulation 392/23 - Adequate and Effective Policing (General)* requires every Police Service Board and Chief of Police implement a quality assurance process related to:

- I. The provision of adequate and effective policing; and
 - II. Compliance with the *Community Safety and Policing Act (CSPA)* and its *Regulations*.
- b) The Kingston Police Service Board (the Board) is committed to the concepts of accountability and continuous improvement through developing and complying with measurable standards of performance;
 - c) This Quality Assurance process will provide an ongoing program of self-assessment and periodic review that will include performing compliance auditing and comprehensive auditing; and
 - d) Comprehensive and compliance audits are a useful tool in obtaining an objective examination of Police Service entities and programs. The purpose

of this Policy is to establish the authority and processes with respect to internal audits.

2. Board Policy:

It is the Policy of the Board that the Chief of Police shall:

- a) Ensure that all practices related to quality assurance and audit functions are in accordance with statutory requirements and generally accepted principles and standards for the professional practice of internal auditing;
- b) Establish an internal audit capability for the Police Service and ensure that appropriate resources are provided to the members performing the function;
- c) Ensure that police members involved in audit processes have the knowledge, skills, and abilities required to perform the duties required, and that adequate training and education are provided to members to enable them to fulfill their responsibilities;
- d) Develop an internal audit work plan, on an annual basis, based on risk assessment and operational priorities, that identifies potential audit projects to be performed during the calendar year and provide a copy of the plan to the Board;
- e) Present to the Board a consolidated report summarizing the results of the previous year's audits, including any audits conducted externally; and
- f) Inform the Board, as required, of any audit results that may require the immediate attention of the Board.

3. Reporting:

The Chief of Police shall submit a report to Board annually demonstrating compliance with this policy.

Chair

Administrator/Secretary