

City of Hamilton  
Municipal Police Board Diversity Plan  
pursuant to *Community Safety and Policing Act, 2019*  
(Proposed March 2025)

**Strategic Plan 2016 - 2025:**

**Vision:** To be the best place to raise a child and age successfully.

**Mission:** To provide high quality cost conscious public services that contribute to a healthy, safe, and prosperous community, in a sustainable manner.

**Inclusion, Diversity, Equity and Accessibility Strategic Plan:**

**Principles:** To ensure all aspects of our City are built on the principles of Inclusion achieved through Diversity, Equity, and Accessibility (IDEA).

To create, foster, support and, ultimately, sustain a City culture whereby all people feel a strong sense of inclusion, empowerment, and opportunity for development and growth.

**Background:**

The City of Hamilton has been on a journey to foster diversity and inclusion for the past several years. Most notable has been the commitment and support from City Council and Senior Leadership Team members that value diversity and inclusion as vital to advance trust and transparency in local government.

The City of Hamilton introduced its first Diversity and Inclusion Strategic Plan in 2017 and has continued to provide regular public updates on our progress to better reflect the community we serve. This has included the creation of an Equity, Diversity, and Inclusion Framework specific to the City of Hamilton in 2021. This Framework was updated to Inclusion, Diversity, Equity and Accessibility (IDEA) to better reflect the organization's commitments in 2022.

A Police Service Board is a civilian oversight body and local board of a municipality that governs the municipality's police service through its authority from the *Community Safety and Policing Act, 2019 (CSPA)*. The Police Board is intended to ensure that adequate and effective police services are provided. The *CSPA* came into effect on April 1, 2024. The legislation requires municipalities with existing Police Boards to develop and publicly post on the internet a Diversity Plan by April 1, 2025. When new

appointments to a police service board are made, the *CSPA* now requires municipalities to take reasonable steps to promote the availability of the appointment to members of demographic groups that have been historically underrepresented on Municipal Police Boards.

The City of Hamilton remains committed to advancing efforts to ensure all members of our community have a strong sense of belonging and engagement in local government. The City of Hamilton's Municipal Police Board Diversity Plan has been developed in accordance with our belief that we will only be successful in achieving our vision if we create and foster opportunities to better reflect the community we serve.

### **IDEA Framework:**



Our IDEA Framework consists of a six-part iterative process. The components include:

- 1) Shared Business Case for IDEA
- 2) Comprehensive Communication Plan
- 3) Rigorous Data Collection
- 4) Demonstrated Ownership
- 5) Applied Action Plans

## 6) Metrics and Measurement

### Shared Business Case for IDEA:

The City of Hamilton understands the importance of embedding IDEA into all that we do, including the critical role it plays in the Recruitment and Selection Process for the Hamilton Police Service Board. Enhancing IDEA in this process will not only improve diversity and increase the varied perspectives of those on the Municipal Police Board, but it will result in increased effectiveness of the Board and provide more meaningful recommendations and robust decision making.

### Communications Plan:

A clear communication strategy and messaging are required to ensure consistent understanding of the intent to ensure that the diversity of the Municipal Police Board is representative of the diversity of the population of the City. Specific strategies to increase outreach to diverse communities, particularly those historically underrepresented on police service boards, will be utilized and reviewed regularly to ensure engagement with various community groups to assist in outreach and promotion of Municipal Police Board opportunities.

### Data Collection:

The importance of continuing applicant voluntary demographic data collection to assist with measuring the effectiveness of recruitment efforts and analyzing the data trends is embedded for the Police Board recruitment process. This data will also allow for identification of potential systemic barriers throughout the process. Voluntary demographic data on applicants has been collected for 2018 and 2022 terms of Council and has further been enhanced through the utilization of online application software. Information collected will be used to evaluate if the advertising strategies utilized are attracting applicants that are reflective of the community we serve. This data will be used to measure the inclusiveness of the process only and will be shared only in an aggregate form.

### Demonstrated Ownership:

Demonstrated ownership is a key IDEA Framework principle to drive leadership accountability and to exemplify the leadership required for the organization to become more inclusive and foster an overall sense of belonging. Visible comment from the Mayor, Council Members and Chief of Police will emphasize the important role the Municipal Police Board plays in our community safety and policing plan.

### Applied Action Plans:

Organizations also require accountability. The Municipal Police Board Diversity Plan recommendations allow for clear actions to increase diversity in the applicant pool and allow for the measurement to progress this objective for future Council terms. In accordance with the *Community Safety and Policing Act, 2019*, the Police Board Diversity Plan will be reviewed and, if appropriate, revised at least once every four (4) years.

### Metrics and Measurement:

While collecting the voluntary demographic information on applicants to the Hamilton Police Service Board is an important data set, there needs to also be effort to measure actual demographic representation on the Municipal Police Board to allow for the evaluation of the tactics adopted. These measurements will either confirm we are achieving the intended effect or identify opportunities so that we may adjust the recommendations to achieve the desired state.

### **Police Board Composition and Selection Process:**

The Municipal Police Board is comprised of representatives from three groups:

- 1) Citizen Representative (1)
- 2) Council Representatives (3)
- 3) Provincial Representatives (3)

The City of Hamilton's Corporate Policy entitled Hamilton City Council – Appointment of Citizens to City of Hamilton Local Boards has been updated to embed IDEA into the Recruitment and Selection Process. In accordance with that policy, the Hamilton Police Service Board Selection Committee is comprised of six (6) members of Council and six (6) community members who provide one (1) Citizen candidate recommendation to Council. Council then makes the final selection for the one (1) Citizen member of the Police Board. This corporate policy can be found in the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards as amended and approved by Council in October 2023.

All Council Representative (3) approved appointments to the Police Board shall strive to reflect the diversity of the City of Hamilton's population. Hamilton City Council is committed to being inclusive and equitable for all involved.

### **Training and Resources:**

All Council members of the Recruitment and Selection Committee will be provided four (4) modules of IDEA training developed for the City of Hamilton prior to the selection process. This will ensure a common foundational understanding of IDEA concepts, bias awareness, as well as anti-racism and anti-oppression knowledge.

Additionally, interview questions and guides, selection criteria, and a scoring rubric have been established. These resource documents are intended as guides to assist the Selection Committee members and should be reviewed and revised, if necessary, prior to the commencement of any future Municipal Police Board recruitment process.

**Conclusion:**

By ensuring the City of Hamilton's Municipal Police Board reflects the diversity of the community we serve, we will be better positioned to achieve our vision to be the best place to raise a child and age successfully. The City of Hamilton reaffirms its commitment to ensure all citizens have an equitable opportunity to participate fully in local government matters and to feel a strong sense of inclusion, safety, and empowerment.