

# CALGARY TRANSIT PUBLIC SAFETY CITIZEN OVERSIGHT COMMITTEE

## TERMS OF REFERENCE

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### BODY

Calgary Transit Public Safety Citizen Oversight Committee

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The purpose of this committee is to perform an evaluation on all use of force complaints, after the conclusion of the investigation. Essentially, the committee operates as an objective body; to ensure that the investigation was conducted in a proper and professional fashion and that it satisfies all requirements of the Police Act, the Special Constable regulations and the Protective Services policy and mandate. The following points form the basis for this committee

### COMPOSITION

- The Committee will consist of three volunteer members of the public.
- A Use of Force instructor will sit in an advisory role to provide any necessary technical knowledge on use of force issues.
- Committee members are screened on the basis of security checks and previous qualifications. Previous knowledge of law enforcement is not considered relevant in the selection process.
- Once selected, committee members are required to swear an oath, pursuant to Schedule Two of the Police Act and serve on the committee for up to a three-year period.
- Upon conclusion of their three-year term, a committee member can apply to extend their appointment beyond their current term.
- Committee members will receive training in use of force issues, such as the use of force continuum and its practical application.



Upon receipt of the investigative results regarding the complaint, the committee will evaluate the process to determine:

1. If further investigation is required
2. Policy was adhered to
3. Appropriate force was used
4. The force was justified
5. Recommend follow-up, such as:

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- further investigation by CPS of possible criminal charges;
- advise the Justice Department that they may have to investigate;
- advise the Law Department of possible litigation, if they have not already been briefed;
- suggest training and policy revisions that may be necessary.

### TERM

- Staggered terms; one appointee for one year, one appointee for two years and one appointee for three years for the initial term, and for three (3) year terms thereafter.
- A public member may serve a maximum of six consecutive years.
- Despite the above, a public member may serve until his or her successor is appointed. The service of a member beyond the appointed term shall not count toward the limit on the length of service set out above if the additional service is half the term or less.
- When an appointment is made to fill a public member vacancy:
  - If the balance of the term to be served is half the term or less, that service shall not count toward the limit on the length of service; and
  - If the balance of the term to be served is more than half the term, that service shall count toward the limit on the length of service.
- A public member may serve more than six consecutive years by a two-thirds vote of Council.

### REPORTS TO

General Manager, Calgary Transit

<i>Adopted</i>	<i>2001 June 04</i>	<i>CPS2001-30</i>
<i>Amended</i>	<i>2017 May 08</i>	<i>PFC2017-0312</i>