



Collection  
of  
Identifying  
Information  
2023 Annual Report

Hamilton Police Service

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## (I) Introduction

On January 1<sup>st</sup> 2017, the Ontario Regulation 58/16: Collection of Identifying Information in Certain Circumstances – Prohibition and Duties was initiated under the Police Service Act (see: <https://www.ontario.ca/laws/regulation/160058>).

This Regulation applies with respect to an attempt by a police officer to collect identifying information about an individual, from the individual, if that attempt is done for the purpose of,

- a) Inquiring into offences that have been or might be committed
- b) Inquiring into suspicious activities to detect offences
- c) Gathering information for intelligence purposes.

The regulation requires that the Chief prepare an annual report on the Collection of Identifying Information (COII). The following report is an accumulation and summarization of Collection of Identifying Information events by the Hamilton Police Service from January 1<sup>st</sup> 2023 to December 31<sup>st</sup> 2023.

## (II) Reports, Review and Compliance

At the conclusion of 2023, the Hamilton Police Service attempted the Collection of Identifying Information (COII) on zero (0) occasions.

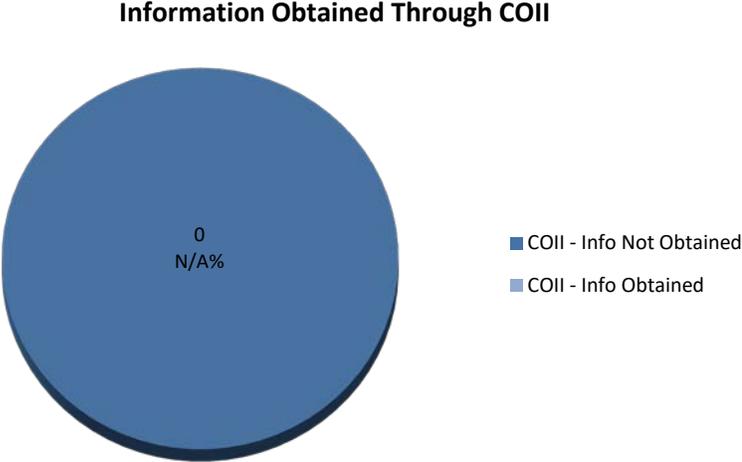


Figure 1 – Information Obtained Through Collection of Identifying Information

The purpose for the initiation of the collection of information is divided into the 3 applicable provisions (see Figure 2).

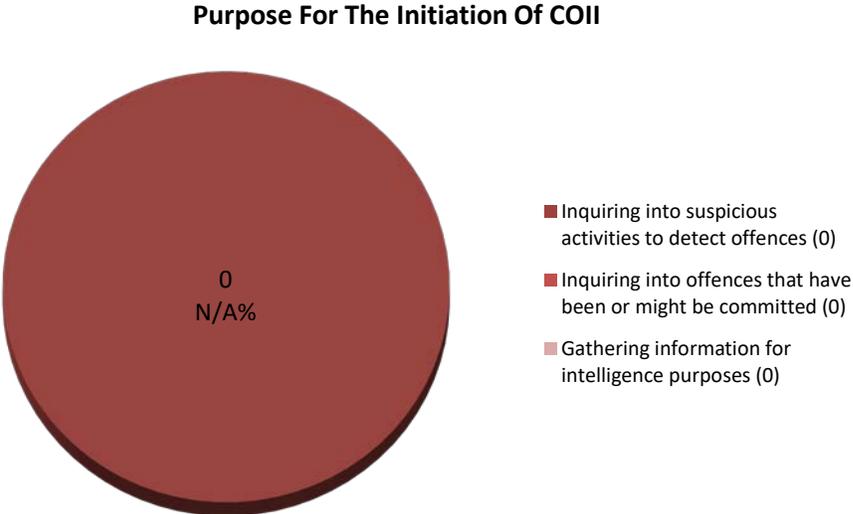


Figure 2 – Purpose for the Initiation of Collection Identifying Information

These interactions are voluntary conversations and individuals are not required to provide any identifying information. In certain specified circumstances, an officer may not inform the individual of the ability to refuse to provide their information. In 2023, there were no interactions. This resulted in the following categories having no impact on the yearly totals:

- I. Reason to believe it might compromise the safety of an individual <sup>1</sup>
- II. Reason to believe it would likely compromise an ongoing police investigation <sup>2</sup>
- III. Reason to believe it might allow a confidential informant to be identified <sup>3</sup>
- IV. Reason to believe it might disclose the identity of a person contrary to law, including the identity of a young person under the Youth Criminal Justice Act <sup>4</sup>

Following each interaction, the individual has the ability to accept a Record of Interaction (ROI) prepared by the officer. No interactions occurred in 2023.

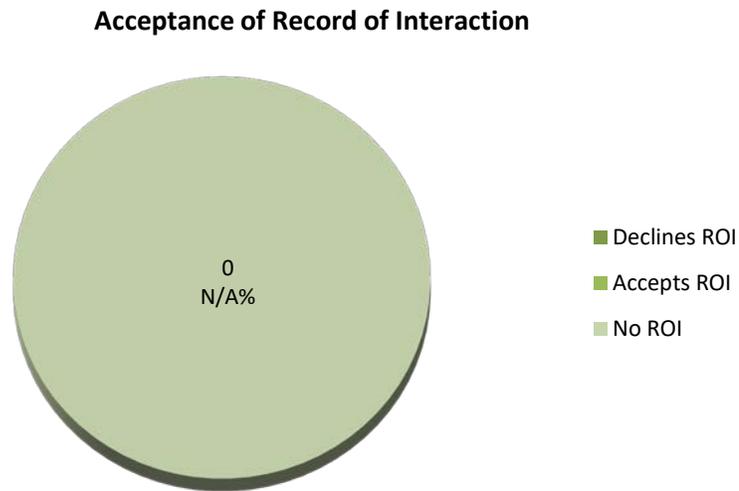


Figure 3 – Acceptance of COII Record Of Interaction

Depending on the circumstances, the police officer also has the ability to not provide a Record of Interaction of a COII event for the following reasons:

Reasons For Not Offering A Record of Interaction	Count
Reason to believe it might compromise the safety of an individual <sup>5</sup>	0
Reason to believe it might delay the officer from responding to another matter that should be responded to immediately <sup>6</sup>	0
No Reason given	0

<sup>1</sup> Provision #14(2)(3)(i)

<sup>2</sup> Provision #14(2)(3)(ii)

<sup>3</sup> Provision #14(2)(3)(iii)

<sup>4</sup> Provision #14(2)(3)(iv)

<sup>5</sup> Provision #14(2)(5)(i)

<sup>6</sup> Provision #14(2)(5)(ii)

Upon the collection of an individual’s identifiable information, the police officer must note the following categories in a police report. For each category, the data collected was either identified specifically by the individual or perceived by the police officer.

- I. Sex (Male or Female)
- II. Age Group (predefined by the Hamilton Police Service)
- III. Racialized Group
- IV. Location or Neighbourhood

The chart below (Figure 4) represents the collected sex of the individual(s)<sup>7</sup>, however there is no data for 2023 as no interactions occurred:

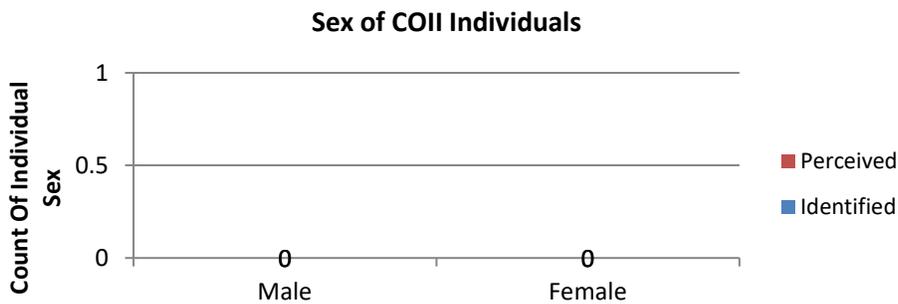


Figure 4 – Sex of Collection of Identifying Information Individuals

The chart below (Figure 5) would normally represent the collected age group of the individual(s)<sup>8</sup>:

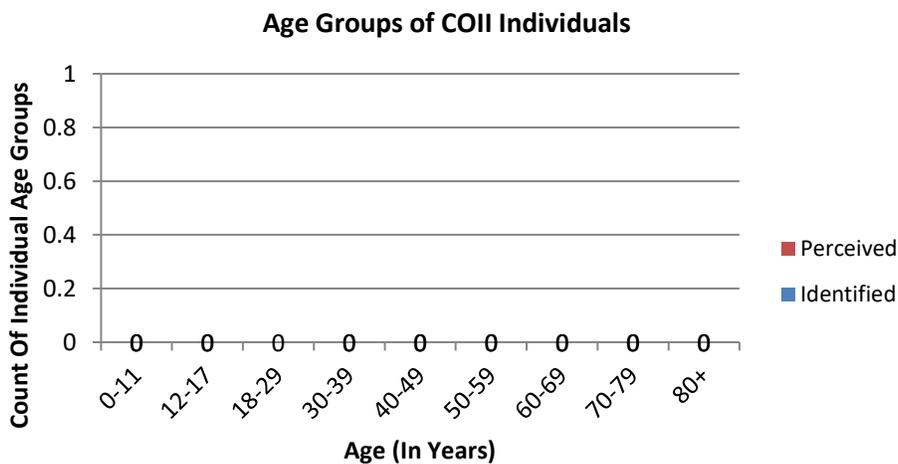


Figure 5 – Age Groups of Collection of Identifying Information Individuals

<sup>7</sup> Provision #14(2)(6)(a) and Provision #14(2)(6)(b)

<sup>8</sup> Provision #14(2)(7)

The chart below (Figure 6) represents the collected racialized groups of the individuals<sup>9</sup>:

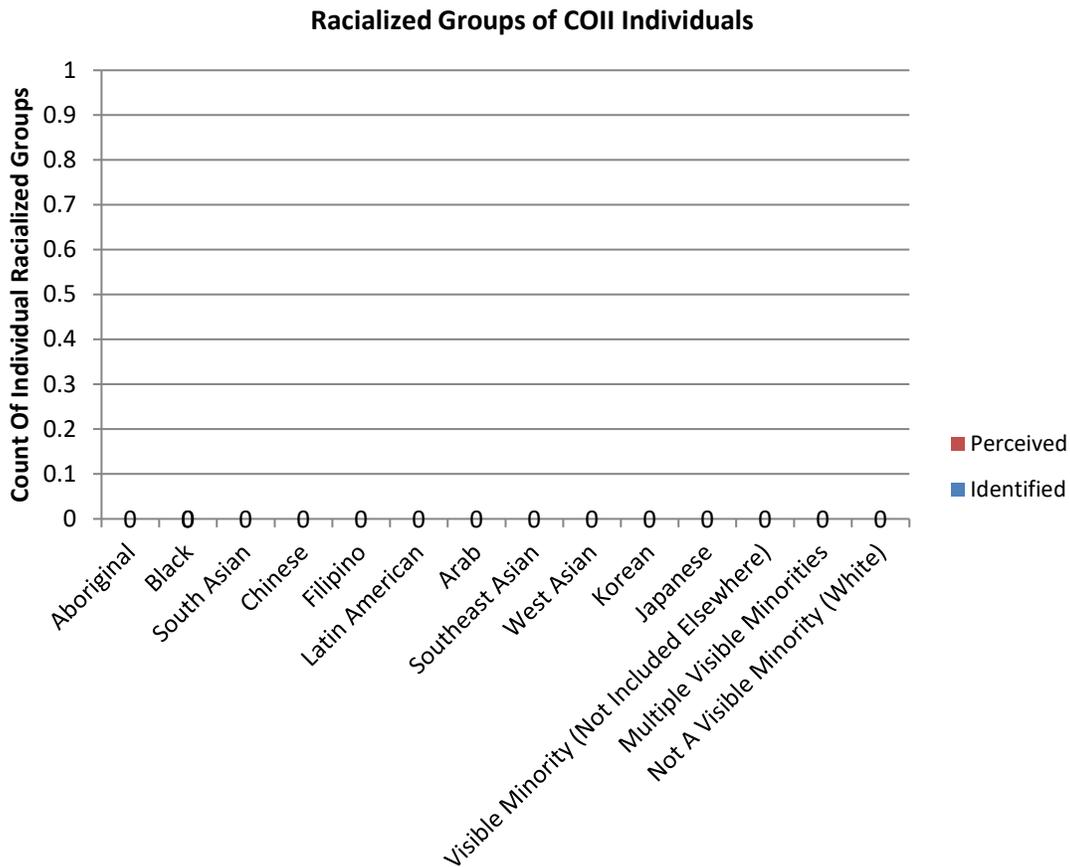


Figure 6 - Racialized Groups of Collection of Identifying Information Individuals

With regards to the location in which the individual was encountered, to assist in keeping the specific location of individuals anonymous, the Hamilton Police Service has broken down the counts by Statistics Canada 2021 Census Tracts<sup>10</sup>. The chart below (Figure 7) is a count in which a Collection of Identifying Information was attempted in each geographical boundary<sup>11</sup>. Also included is a choropleth map (Figure 8) to visualize the locations where these interactions and collections occurred. No interactions occurred in 2023.

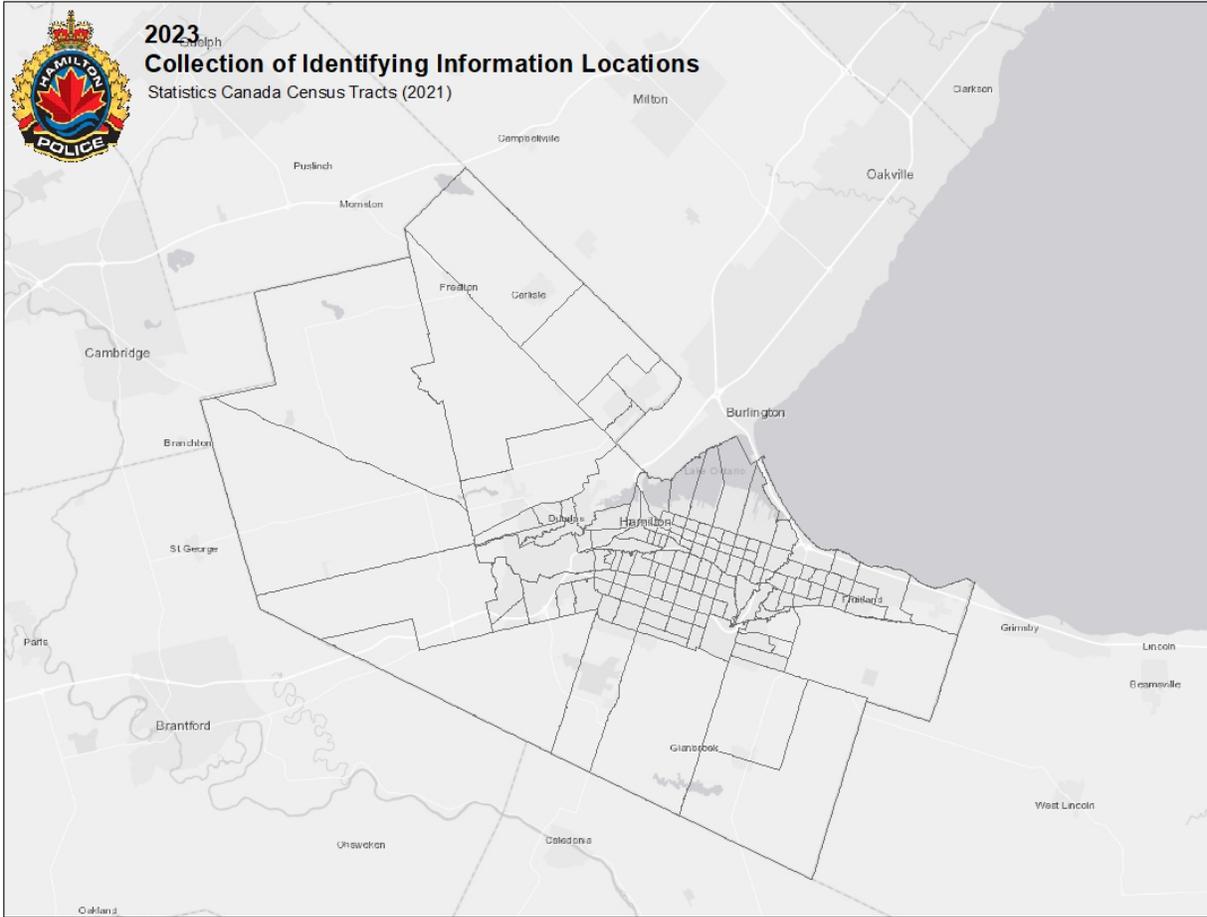
Census Tract ID	Number Of COII Collections At Census Tract Location
N/A	N/A

Figure 7 – Census Tract Location Count of COII Events

<sup>9</sup> Provision #14(2)(8)

<sup>10</sup> <http://www12.statcan.gc.ca/census-recensement/2016/ref/dict/geo013-eng.cfm>

<sup>11</sup> Provision #14(2)(10)



**Figure 8 – COII Census Tract Location Map**

When identifying information is attempted or collected by a police officer, there is a strict process to determine if the information is compliant with the legislative requirements. If the interaction is determined to be non-compliant, the record is removed from searchable police databases and access is restricted to that record. In 2023, there was no collection of identifying information. The chart below (Figure 9) represents the potential reasons for a non-compliant report and the actual counts in 2023<sup>12</sup>.

Non-Compliant Reason(s) <small>A Record Deemed "Non-Compliant With Regulation" May Have Multiple Reasons For Being Non-Compliant</small>	Instances In 2023
Non-Compliant (Exceeds 30 Day Period)	0
Non-Compliant With Regulation ...	0
<ul style="list-style-type: none"> <li>• Any part of the reason was only because the officers perceives the individual to be within a particular racialized group (minus exceptions)</li> <li>• The additional information required about an individual did not include more than just the racialized group, sex and age of the individual</li> <li>• It was done in an arbitrary way - just because the individual declined to answer a question that they were not legally required to answer</li> <li>• It was done in an arbitrary way - just because the individual attempted to discontinue the interaction when they had a legal right to do so</li> <li>• It was done in an arbitrary way - it was just because the individual was in a high crime location</li> <li>• The officer did not inform the individual they were not required to provide identifying information</li> <li>• The officer did not inform the individual why the officer was asking for their identifying information</li> <li>• The officer did not indicate the reason why they did not inform an individual that they were not required to provide identifying information or why they were being asked for identifying information</li> <li>• The officer did not indicate why they did not offer an individual a Record of Interaction, did not give an individual a Record of Interaction</li> </ul>	0

Figure 9 – Non-Compliant Collection of Identifying Information Reasons

Once an interaction has been deemed non-compliant, access to it is restricted and there are only specific circumstances in which the data can be retrieved. Below is the number of times, if any, members of the police service were permitted to access a non-compliant COII report (Figure 10)<sup>13</sup>.

Reason(s) For Retrieving A Non-Compliant Record <small>Indicates The Number Of Unique Instances That A Single Non-Compliant Record Or Group Of Non-Compliant Records Were Accessed</small>	Instances In 2023
It was required for an ongoing police investigation	0
It was in connection with legal proceedings or anticipated legal proceedings	0
It was for the purpose of dealing with a complaint under Part V of the PSA or for the purpose of an investigation or inquiry under S25(1)(a) of the PSA	0
In order to prepare the annual report or a report required due to disproportionate collection	0
For the purpose of complying with a legal requirement	0
For the purpose of evaluating a police officer's performance – assessing compliance with legislation	0

Figure 10 – Reasons for Retrieving A Non-Compliant Collection of Identifying Information Reason

<sup>12</sup> Provision #14(2)(11)

<sup>13</sup> Provision #14(2)(13)

### **(III) Hamilton Police Board Policy Review**

Along with the regulations outlined in Ontario Regulation 58/16: Collection of Identifying Information in Certain Circumstance – Prohibition and Duties, the Hamilton Police Services Board have requested the following information to be a part of the annual report.

The first review is to report on the number of public complaints that were resulting from or relating to information collected pursuant to the Regulation. There were 0 individual interactions collected in 2023 and have been 0 public complaints<sup>14</sup>.

The second review is the number of requests made to the Police Service under the Municipal Freedom of Information and Privacy Act relating to information collected pursuant to the legislation. There were 0 individual interactions collected in 2023 and have been 0 requests through FOI<sup>15</sup>.

### **(IV) Statement of Non-Compliance**

There were no interactions reported in 2023. No misconduct to be identified.

### **(V) Chief Statement on Disproportionally Collected Data S(14)(2)(9)**

There were no interactions reported in 2023. No disproportionate collection of data based on age, racialized group or a combination thereof to be identified.

### **(VI) Random Review of COII Entries S(14)(2)(12)**

There were no interactions reported in 2023. No randomized review of COII entries to be investigated.

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<sup>14</sup> Provision – Board Policy

<sup>15</sup> Provision – Board Policy

## (Appendix A) COII Provisions

Section #	Provision
14(2)(1)	The number of collections of identifying information The number of attempted collections
14(2)(2)	The number of individuals from whom identifying information was collected
14(2)(3)(i)	The number of times an officer did not inform the individual that: a) the person was not required to provide identifying info b) did not tell the individual why the officer was attempting to collect the info because it might compromise the safety of an individual
14(2)(3)(ii)	The number of times an officer did not inform the individual that a) the person was not required to provide identifying info and b) did not tell the individual why the officer was attempting to collect the info because it would likely compromise an ongoing police investigation
14(2)(3)(iii)	The number of times an officer did not inform the individual that a) the person was not required to provide identifying info and b) did not tell the individual why the officer was attempting to collect the info because informing the individual might allow a confidential informant to be identified.
14(2)(3)(iv)	The number of times an officer did not inform the individual that a) the person was not required to provide identifying info and b) did not tell the individual why the officer was attempting to collect the info because informing the individual might disclose the identity of a person contrary to the law, including a young person contrary to the Youth Criminal Justice Act.
14(2)(4)	The number of times an individual was not given a Record of Interaction because the individual did not indicate that they wanted it.
14(2)(5)(i)	The number of times an officer did not provide a Record of Interaction because the officer believed that continuing to interact with the individual might compromise the safety of an individual.
14(2)(5)(ii)	The number of times an officer did not provide a Record of Interaction as the officer believed that continuing to interact with the individual might delay the officer from responding to another matter that should be responded to immediately.
14(2)(6)	The number of collections from individuals who are: a) female b) male
14(2)(7)	The number of collections from individuals who are: a) within the age groups as identified in the COII report
14(2)(8)	The number of collections from individuals who are: a) within the racialized groups as identified in the COII report

<b>14(2)(9)</b>	An analysis of whether the collections or attempted collections were disproportionately based on the sex, age or membership in a racialized group, or a combination of those factors (and if so, the Chief will provide any additional information he considers relevant to explain this)
<b>14(2)(10)</b>	The neighbourhoods where collections were attempted and obtained
<b>14(2)(11)</b>	<p>The number of times the collection or attempted collection was non-compliant, then if non-complaint, because</p> <ul style="list-style-type: none"> <li>a) any part of the reason was only because the officers perceives the individual to be within a particular racialized group (minus exceptions)</li> <li>b) the additional information required about an individual did not include more than just the racialized group, sex and age of the individual</li> <li>c) it was done in an arbitrary way: <ul style="list-style-type: none"> <li>i. just because the individual declined to answer a question that they were not legally required to answer</li> <li>ii. just because the individual attempted to discontinue the interaction when they had a legal right to do so</li> <li>iii. it was just because the individual was in a high crime location</li> </ul> </li> <li>d) because the officer did not inform the individual they were not required to provide identifying information</li> <li>e) because the officer did not inform the individual why the officer was asking for their identifying information</li> <li>f) because the officer did not indicate the reason why they did not inform an individual that they were not required to provide identifying information or why they were being asked for identifying information</li> <li>g) because the officer did not indicate why they did not offer an individual a Record of Interaction, did not give an individual a Record of Interaction</li> </ul>
<b>14(2)(12)</b>	A random review of COII entries must be done to ensure compliance with legislation. When the review is complete, we must be able to estimate, within a margin of error of plus or minus 5 percent, at a 95 percent confidence level, that we are compliant with legislation.
<b>14(2)(13)</b>	<p>The number of times, if any, members of the police service were permitted to access COII reports which were deemed non-complaint (ACL'd) because:</p> <ul style="list-style-type: none"> <li>a) it was required for an ongoing police investigation</li> <li>b) it was in connection with legal proceedings or anticipated legal proceedings</li> <li>c) it was for the purpose of dealing with a complaint under Part V of the PSA or for the purpose of an investigation or inquiry under S25(1)(a) of the PSA</li> <li>d) in order to prepare the annual report or a report required due to disproportionate collection</li> <li>e) for the purpose of complying with a legal requirement</li> <li>f) for the purpose of evaluating a police officer's performance – assessing compliance with legislation</li> </ul>
<b>Board Policy</b>	<p>The number of public complaints</p> <ul style="list-style-type: none"> <li>a) resulting from or relating to information collected pursuant to the Regulation</li> <li>b) the number of such complaints which were substantiated</li> </ul>
<b>Board Policy</b>	The number of requests made to the Police Service under the Municipal Freedom of Information and Privacy Act relating to information collected pursuant to the legislation.