Minute No. 622
Report – Standing Policy Committee on Protection and Community Services – September 14, 2015

Item No. 2 Service Agreement between the Canadian Police Knowledge Network Inc. and The City of Winnipeg

COUNCIL DECISION:

Council concurred in the recommendation of the Standing Policy Committee on Protection and Community Services and adopted the following:

1. That the City enter into an agreement with the Canadian Police Knowledge Network Inc. (CPKN), ratifying the terms and conditions under which the development of course content into an electronic format for distribution among Canadian police organizations will be carried out.

2. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of the agreement to distribute training materials through CPKN in an electronic format to Canadian police organizations, commencing on April 1, 2014 and ending March 31, 2017, in accordance with the terms and conditions set forth herein and such other terms and conditions deemed necessary by the Director of Legal Services and City Solicitor to protect the interests of the City.

3. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of all future agreements to distribute training materials through CPKN in an electronic format to Canadian police organizations, in accordance with terms and conditions similar to those set forth herein and such other terms and conditions deemed necessary by the Director of Legal Services and City Solicitor to protect the interests of the City.

4. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Report – Standing Policy Committee on Protection and Community Services – September 14, 2015

DECISION MAKING HISTORY:

Moved by Councillor Browaty,

That the recommendation of the Standing Policy Committee on Protection and Community Services be adopted by consent.

Carried

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On September 23, 2015, the Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Protection and Community Services and submitted the matter to Council.

STANDING COMMITTEE RECOMMENDATION:

On September 14, 2015, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: **Service Agreement between the Canadian Police Knowledge Network Inc. and The City of Winnipeg**

Critical Path: **Standing Policy Committee on Protection and Community Services – Executive Policy Committee – Council**

AUTHORIZATION

Author	Department Head	CFO	CAO/COO
M. Musgrove	Chief D. Clunis	M. Ruta	M. Jack COO

RECOMMENDATIONS

1. That the City enter into an agreement with the Canadian Police Knowledge Network Inc. (CPKN), ratifying the terms and conditions under which the development of course content into an electronic format for distribution among Canadian police organizations will be carried out.

2. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of the agreement to distribute training materials through CPKN in an electronic format to Canadian police organizations, commencing on April 1, 2014 and ending March 31, 2017**,** in accordance with the terms and conditions set forth herein and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

3. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of all future agreements to distribute training materials through CPKN in an electronic format to Canadian police organizations**,** in accordance with terms and conditions similar to those set forth herein and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

Approval is required to enter into the Agreement with CPKN.

IMPLICATIONS OF THE RECOMMENDATIONS

In the Agreement between CPKN and the City of Winnipeg, the respective rights and responsibilities with regards to the development of the Course Content into an electronic format for distribution amongst the Canadian police community are addressed.

HISTORY

Established in 2004, CPKN provides e-learning training for police and law enforcement. CPKN is a not for profit corporation that works to develop high-quality online training products in partnership with police services, training institutions, and recognized subject matter experts in the Canadian police community, including the Canadian Association of Chiefs of Police and the Police Sector Council.

Through a secure Learning Management System, CPKN offers a wide range of e-learning courses that address both mandatory and elective training needs within the Canadian police community.

In collaboration with CPKN, the WPS has developed training materials on the subject of *Search and Seizure: Warrantless Authorities and Domestic Violence Investigations,* which may be of value in training and development of police forces and other similar organizations.

An Agreement has been drafted to address the respective obligations of CPKN and the WPS for setting out their respective rights and responsibilities with regards to the development of the Course Content into an electronic format for distribution. The term of the Agreement commenced on April 1, 2014 and continues until and including March 31, 2017.

The WPS is responsible for all costs associated with the development of the E-Learning Course including updates, amendments, alterations and revisions as necessary. CPKN is responsible for costs associated with the design and delivery of the E-Learning Course, as addressed in the Agreement. Annual updates costs will not exceed 5% of the total Development Costs per annum which shall be paid for by CPKN. However, if the updates are greater than 5% of the Development Costs, CPKN reserves the right to negotiate further development costs with the Content Provider.

FINANCIAL IMPACT

Financial Impact Statement

Date: June 12, 2015

Project Name:
CPKN Training

First Year of Program **2014**

	2014	2015	2016	2017	2018
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs		$ -	$ -	$ -	$ -
Less: Incremental Revenue/Recovery		-	-	-	-
Net Cost/(Benefit)	$ -	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts		-	-	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comment: No financial impact

original signed by Ron Smolik June 12/15
Manager of Finance
Winnipeg Police Service

CONSULTATION

In preparing this report there was consultation with:

Legal Services
Winnipeg Police Board

OUR WINNIPEG POLICY ALIGNMENT

SUBMITTED BY

Department:	Winnipeg Police Service
Division:	Organizational Development and Support, Division 32
Prepared by:	M. Musgrove, Research Analyst
Date:	June 24, 2015
File No.	ODS 14 - 168