

**Subject:****WRPS Intelligence Notes – Annual Report****TO:**

The Waterloo Regional Police
Service Board

FROM:

Office of the Chief of Police,
Strategic Services Branch,
Planning and Project
Management Unit

DATE:

2/3/2025

Recommendation

For information only.

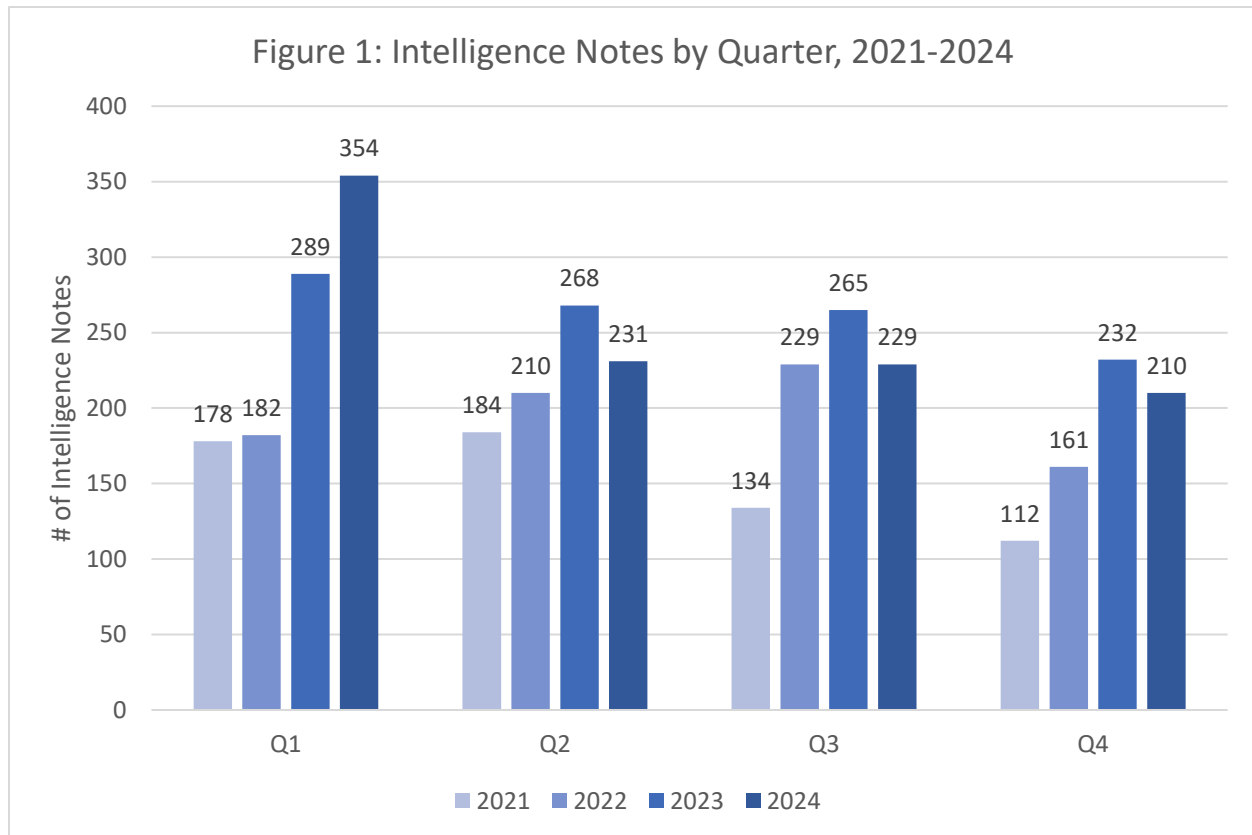
Summary

In accordance with the WRPS *Intelligence Notes* procedure, findings related to Intelligence Notes are reported on a quarterly basis. This report provides findings from January 1, 2024 to December 31, 2024.

Report

It is important to note the difference between an Intelligence Note and a Regulated Interaction. Both tools are used for the documentation of persons and/or activities but differ in the way the identifying information is collected. Identifying information in an Intelligence Notes can be collected where no interaction takes place (observation), where the interaction with the person(s) was first lawful or where the identifying information is derived from a third-party source or already known by the officer. A Regulated Interaction collects identifying information by asking the individual (see Board Report 2025-028).

A single occurrence may generate multiple unique Intelligence Notes. The focus of Intelligence Notes can include: persons, vehicles, or locations. In 2024, officers generated 661 occurrences which generated 1024 unique Intelligence Notes. The number of occurrences involving Intelligence Notes increased slightly from 2023 (647 occurrences; a 2.1% increase), but the overall number of Intelligence Notes decreased from 2023 (1054 Notes; a 2.8% decrease). This is in contrast from the previous year-on-year change: compared to 2022, 2023 had 35% more Intelligence Notes (782 Notes). Outside of Q1, 2024 saw fewer Intelligence Notes generated each quarter as compared to 2023 (see Figure 1).



A single occurrence may generate multiple unique Intelligence Notes, each representing a unique subject. Subjects can include: persons, vehicles, or locations. Of the 1024 Intelligence Notes created in 2024, 395 (39%) focused on person subjects (23 individuals were listed in 2 Notes; 4 individuals were listed in 3 Notes; and 1 individual was listed in 5 Notes), 431 (42%) focused on locations (25 addresses were listed in 2 Notes; 15 addresses were listed in 3 Notes; 10 addresses were listed in 4 Notes; 5 addresses were listed in 5 and 6 Notes, respectively; 1 address was listed in 10, 12, 13, 15, 17, 22, and 26 Notes, respectively; 2 addresses were listed in 14 Notes) and 198 (19%) focused on unoccupied vehicles (27 license plates were listed in 2 Notes; 3 license plates were listed in 3 Notes; and one license plate was listed in 5 Notes). Any analyses related to person characteristics below include only the 395 Intelligence Notes related to person subjects. Overall, as compared to 2023, a smaller percentage of Notes focused on person subjects (39% in 2024 vs. 47% in 2023), while a larger percentage of Notes focused on locations (42% vs. 32% in 2023).

Intelligence Notes by Source and Rationale

The primary purpose of Intelligence Notes is to record information that assists in preventing and solving crime. Of the 1024 Intelligence Notes created in 2024, 195 (19%) resulted from interactions initiated by a citizen (Citizen Initiated) and 789 (77%) resulted from interactions initiated by a police officer (Police Initiated). 40 Notes (4%) did not provide information on how they were initiated. These numbers are consistent with what was observed in 2023. Of the Police Initiated Notes, the majority were the

result of passive observations (e.g., license plate runs, 314 Notes) or first lawful interactions (traffic stops, 224 Notes; see Table 1).

Table 1. Number of Intelligence Notes by Source and Category, 2024

Source	Category	Overall Number	Overall Percent	Grouped Number	Grouped Percent
Citizen Initiated	Calls for Service	170	17%	195	19%
	Suspicious Person	9	<1%		
	Third Party Information	7	<1%		
	Other	9	<1%		
Police Initiated	Canvassing	34	3%	789	77%
	Directed Location	35	3%		
	Known Person	133	13%		
	Plate Run	314	31%		
	Traffic Stop	224	22%		
	Other	49	5%		
Unknown		40	4%	40	4%
Total		1024	100%	1024	100%

The majority of Intelligence Notes (953 Notes; 93.1%) were created to capture multiple types of information within a single Note. Notes were most frequently created, at least in part, to document associations between people, places, and vehicles (975 Notes; 95%) followed by information related to drugs/drug trafficking (531 Notes; 52%).

Table 2. Number of Intelligence Notes by Source and Rationale, 2024

Rationale	Citizen Initiated	Police Initiated	Unknown	Total Count*	% of Notes
Associations	176	763	36	975	95%
Break & Enter/Robbery	38	103	3	144	14%
Drugs/Drug Trafficking	105	404	22	531	52%
Firearms	30	124	4	158	15%
Fraud	4	7	0	11	1%
Gangs	18	66	1	85	8%
Human Trafficking	21	77	4	102	10%
Officer Safety	14	57	0	71	7%
Organized/Financial Crime	5	31	3	39	4%
Property Crime	27	94	6	127	12%
Other	28	130	5	163	16%

* Counts will sum to greater than 1024 because most Intelligence Notes were created to capture information related to multiple rationales.

Intelligence Notes by Zone Location

Officers provide information about location using WRPS Zones when completing Intelligence Notes. The top 5 Zones most frequently represented in Intelligence Notes were:

- N3 (covering area between Park Street and Westmount Road South in Kitchener)
- C6 (covering area from Conestoga College on Homer Watson Boulevard to Highway 8, extending to include some of Fairway Road, in Kitchener)
- C3 (covering area along Highland Road West between Westmont Road East and King Street East not including Victoria Park, in Kitchener)
- C4 (covering area around Conestoga Parkway and Courtland Avenue East in Kitchener), and
- N2 (covering area around Bechtel Park and Conestoga Parkway, bordering Kitchener and Waterloo).

Unlike last year which saw the top 5 Zones dispersed across the three major cities, the top 5 Zones where Intelligence Notes were created were all located in Kitchener.

In general, Intelligence Notes created in the top 5 Zones were most often created to track associations, as is typical with Intelligence Notes overall. Similarly, the second most common rationale was Drugs/Drug Trafficking, although the percent representation in the top 5 Zones is lower than Intelligence Notes overall. This was a similar trend noted in 2023, where Drugs/Drug Trafficking was less represented in the majority of the top 5 Zones when compared to overall Intelligence Notes.

Table 3. Number of Intelligence Notes for the Top 5 Zones, 2024

City	Zone	Total Number of Intelligence Notes	Most common rationales
Kitchener	N3	90 (9%)	Associations (94%); Drugs/Drug Trafficking (45%); Officer Safety (15%)
Kitchener	C6	76 (7%)	Associations (100%); Drugs/Drug Trafficking (49%); B&E/Robbery and Firearms (10%)
Kitchener	C3	67 (6.5%)	Associations (96%); Drugs/Drug Trafficking (37%); Other (15%)
Kitchener	C4	65 (6%)	Associations (98%); Drugs/Drug Trafficking (44%); Firearms (15%)
Kitchener	N2	64 (6%)	Associations (95%); Drugs/Drug Trafficking (37%); Firearms (14%)

Person Subject Characteristics

To meet the requirements of Ontario's Anti-Racism Act (2017), the Ontario Data Standards for the Identification and Monitoring of Systemic Racism (2018), and WRPS's Race- and Identity-Based Data Collection Strategy (RIBDCS), analyses on person characteristics for the 395 Intelligence Notes related to person subjects are reported below. For all analyses, we focus on *perceived* characteristics, for the purpose of identifying and monitoring systemic bias (Ontario Data Standards, 2018).

The 395 Intelligence Notes captured information related to 359 unique person subjects. Of the 359 individuals, 31 (8%) were without a fixed address, 56 (16%) did not report a permanent residence within in the Region, and 29 (8%) had no residence information recorded. These percentages are stable from last year.

28 individuals were listed in 63 Notes (6% of all Notes; 16% of all person-focused Notes). Individuals were most frequently represented in 2 Notes (23, 82%), and were White (15, 54%) men (17, 61%) between 18-39 years of age (19, 68%). These Notes were most often created to document information related to Associations (23, 82%) and Drugs/Drug Trafficking (19, 68%).

WRPS's RIBDCS is focused on examining overrepresentation through the use of Enforcement Action Benchmarking where the number of individuals within groups was compared to an appropriate reference group (Ontario Data Standards, 2018). Disproportionalities are also reported by comparing the proportional group size to local resident population for the Kitchener-Cambridge-Waterloo Census Metropolitan Area (CMA; 2021 Census).^{1,2} For both indices, ratio values greater than 1 indicate overrepresentation. Generally, ratio values of 1.5 or higher are used within the justice sector to flag concerning overrepresentation (Wortley, 2018).

Perceived Age. Information was missing from 64 Intelligence Notes (compared to 130 in 2023), resulting in a cumulative total of 331 Notes for analyses related to perceived age. Intelligence Notes most frequently involved individuals perceived to be between 18 to 29-years-old (40%, Table 5). The youngest individual interacted with was 15 years old. This representation is consistent with what was observed in 2023 (see Figure 2).

Disproportionality. The proportional representation of age groups based on local resident population is presented in Table 5. When compared against this, 18- to 39-year-olds were overrepresented within the 2024 Intelligence Notes. All other age categories did not cross the threshold for overrepresentation.

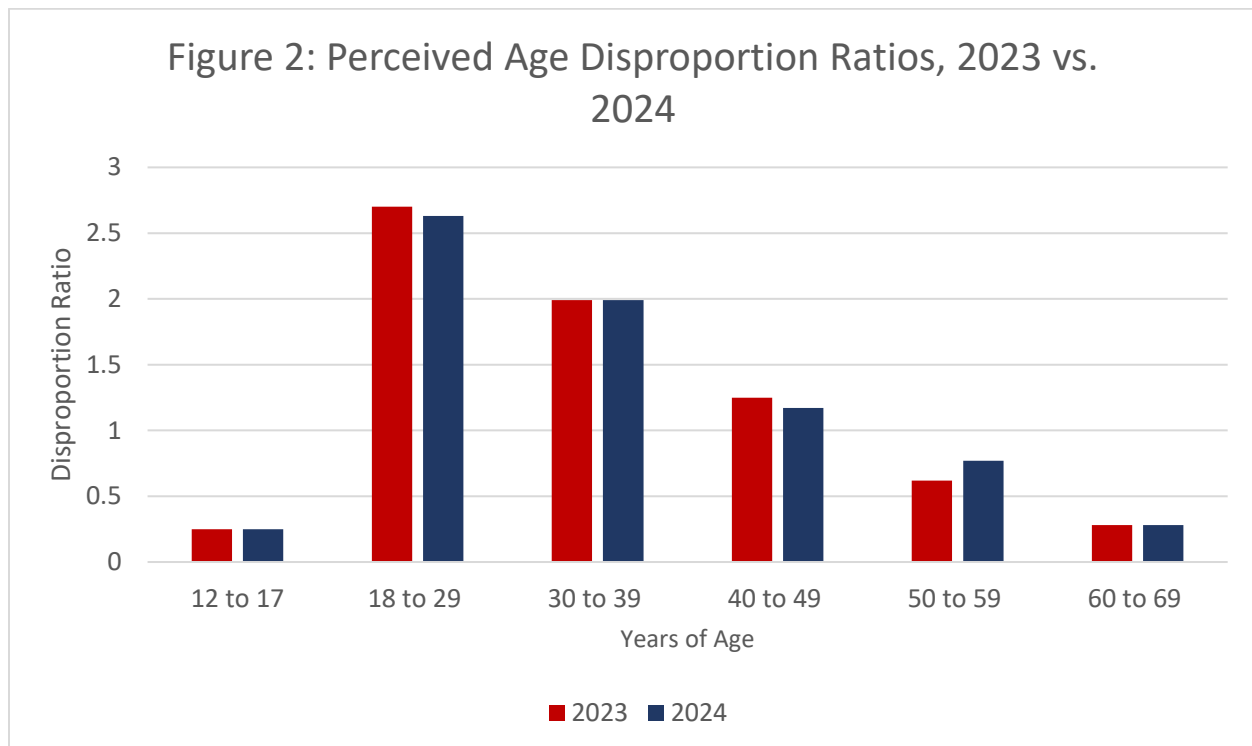
¹ The boundaries of the Kitchener-Cambridge-Waterloo Census Metropolitan Area (CMA) do not align with the boundaries of the Region of Waterloo. The CMA boundaries exclude the Township of Wellesley.

² Some disproportionality indices (ratios) will be over-inflated because the 2021 Census data underestimates the number of racialized and young people in the community due to both population growth and sojourners attending university.

Enforcement Action Benchmarking. Intelligence Notes were not equally distributed across the age groups, $\chi^2 (5) = 228.09, p < .001$. Equal representation across age would be reflected by having around 17% of Intelligence Notes (~55 Notes) for each age group. Instead, 18-39-year-olds were overrepresented in the data (see Figure 2).

Table 5. Intelligence Notes (percentage of cumulative total) by Age and Source, 2024

	Age							Total
	12-17	18-29	30-39	40-49	50-59	60-69	70-79	
Citizen Initiated	6	44	32	10	17	3		112 (34%)
Police Initiated	3	89	64	39	16	7		218 (64%)
Unknown		1						1 (<1%)
Total (%)'	9 (3%)	134 (40%)	96 (29%)	49 (15%)	33 (10%)	10 (3%)		331 (100%)
Population	12%	15.2%	14.6%	12.8%	12.9%	10.6%	6.8%	
Disproportion ratio	.25	2.63	1.99	1.17	0.78	0.28		



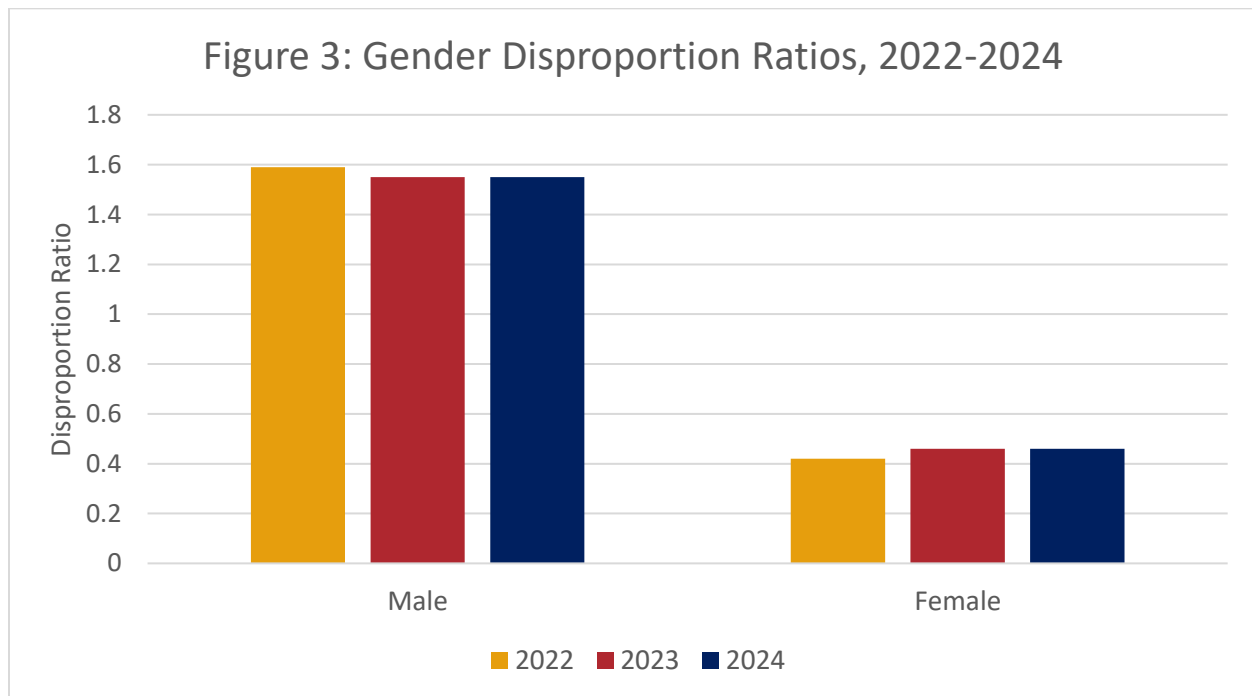
Perceived Gender. Information was missing from 5 Intelligence Notes (vs. 4 missing in 2023), resulting in a cumulative total of 390 Notes for analyses related to perceived gender. The majority of Intelligence Notes were on person subjects perceived to be male (301, 77%, Table 6). This percentage is stable from 2023 (see Figure 3).

Disproportion. Disproportion ratios indicate that men were overrepresented in Intelligence Notes (Table 6). For 2024, proportional representation based on local resident population would be reflected by having men as the subject person of 195 Notes, not 301.

Enforcement Action Benchmarking. Intelligence Notes were not equally distributed by gender, $X^2(1) = 115.24, p < .001$. Equal representation by gender would be reflected by having 195 Intelligence Notes for each gender group. Males were overrepresented in Intelligence Notes in 2024.

Table 6. Intelligence Notes (percentage of cumulative total) by Perceived Gender and Source, 2024

	Perceived Gender		Total
	Female	Male	
Citizen Initiated	37	93	130 (33%)
Police Initiated	51	202	253 (65%)
Unknown	1	6	7 (2%)
Total (%)*	89 (23%)	301 (77%)	390
Population	50.2%	49.8%	
Disproportion Ratio	0.46	1.55	



Perceived Race. Information was missing from 15 Intelligence Notes (vs. 42 missing Notes in 2023), resulting in a cumulative total of 380 Notes for analyses related to perceived race. Intelligence Notes most frequently involved White person subjects (204

Notes, 54%) followed by Black person subjects (111 Notes, 29%, Table 7). These percentages are stable from 2023 (see Figure 4).

Disproportion. Representation based on 2021 local resident population, indicates that Black (ratio of 6.17) and Middle Eastern (ratio of 3.00) individuals were overrepresented in 2024 Intelligence Notes. Caution is needed as some ratios reflect small numbers; perceived representation will be extremely sensitive to the addition (or removal) of a few Intelligence Notes per category.

Enforcement Action Benchmarking. In accordance with the Ontario Data Standards (2018), the proportion of White person subjects was used as the point of contrast as one method for examining racial overrepresentation within Intelligence Notes. Based on this analyses, there was no evidence of overrepresentation. The proportional representation in Intelligence Notes for any perceived racialized group did not exceed the representation of White person subjects (all ratios < .55).

Table 7. Intelligence Notes (Percentage of Cumulative Total) by Perceived Race and Source, 2024

	Black	East/Southeast Asian	Indigenous Identity [†]	Latino	Middle Eastern*	South Asian	White
Citizen Initiated	37	3	6	0	10	3	71
Police Initiated	74	12	0	2	24	4	133
Unknown					1		
Total	111 (29%)	15 (4%)	6 (2%)	2 (0.5%)	35 (9%)	7 (2%)	204 (54%)
Population	4.7%	6.8%	1.7%	2.2%	3.0%	9.7%	72.0%
Disproportion Ratio	6.17	0.59	1.18	0.23	3.00	0.21	0.75
Enforcement Action Ratio	0.54	0.07	0.04	0.01	0.17	0.04	

[†] Includes “First Nations,” “Metis,” “Inuit,” and “Multiple Indigenous Responses” categories from the 2021 Census Data

* Includes “Arab” and “West Asian” categories from the 2021 Census Data

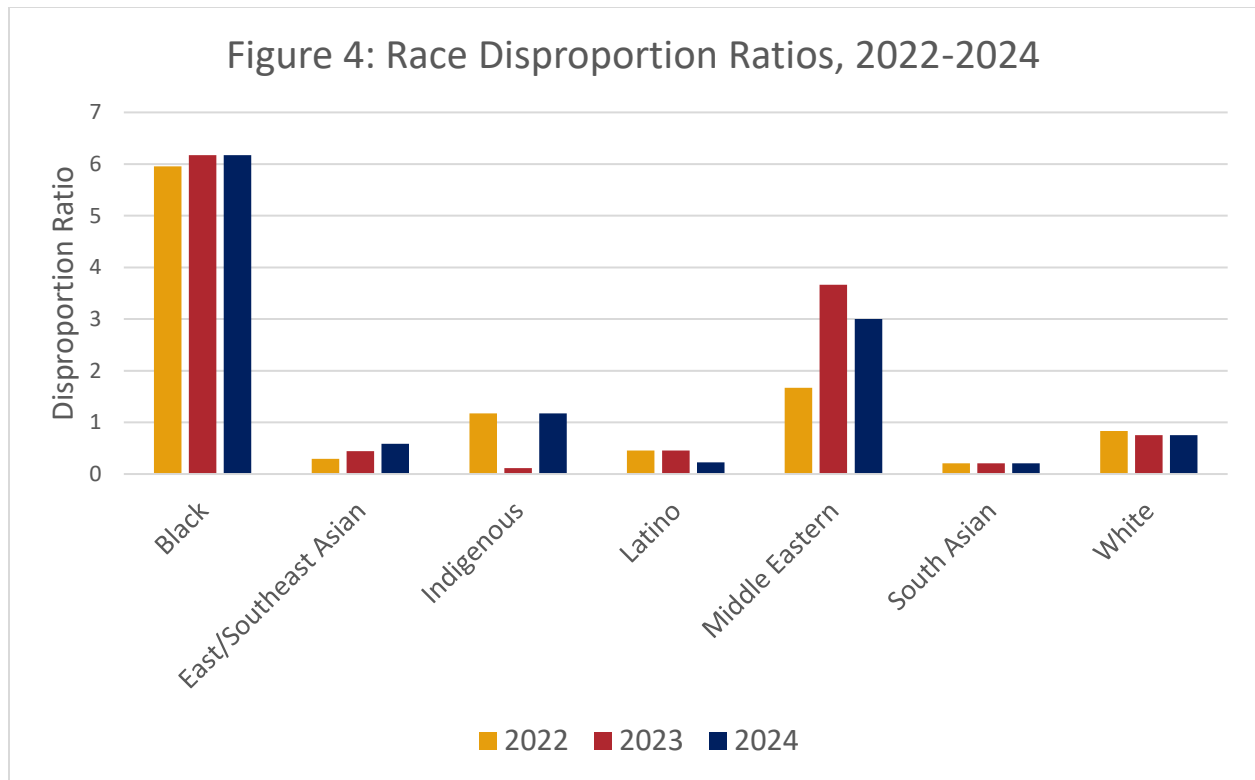


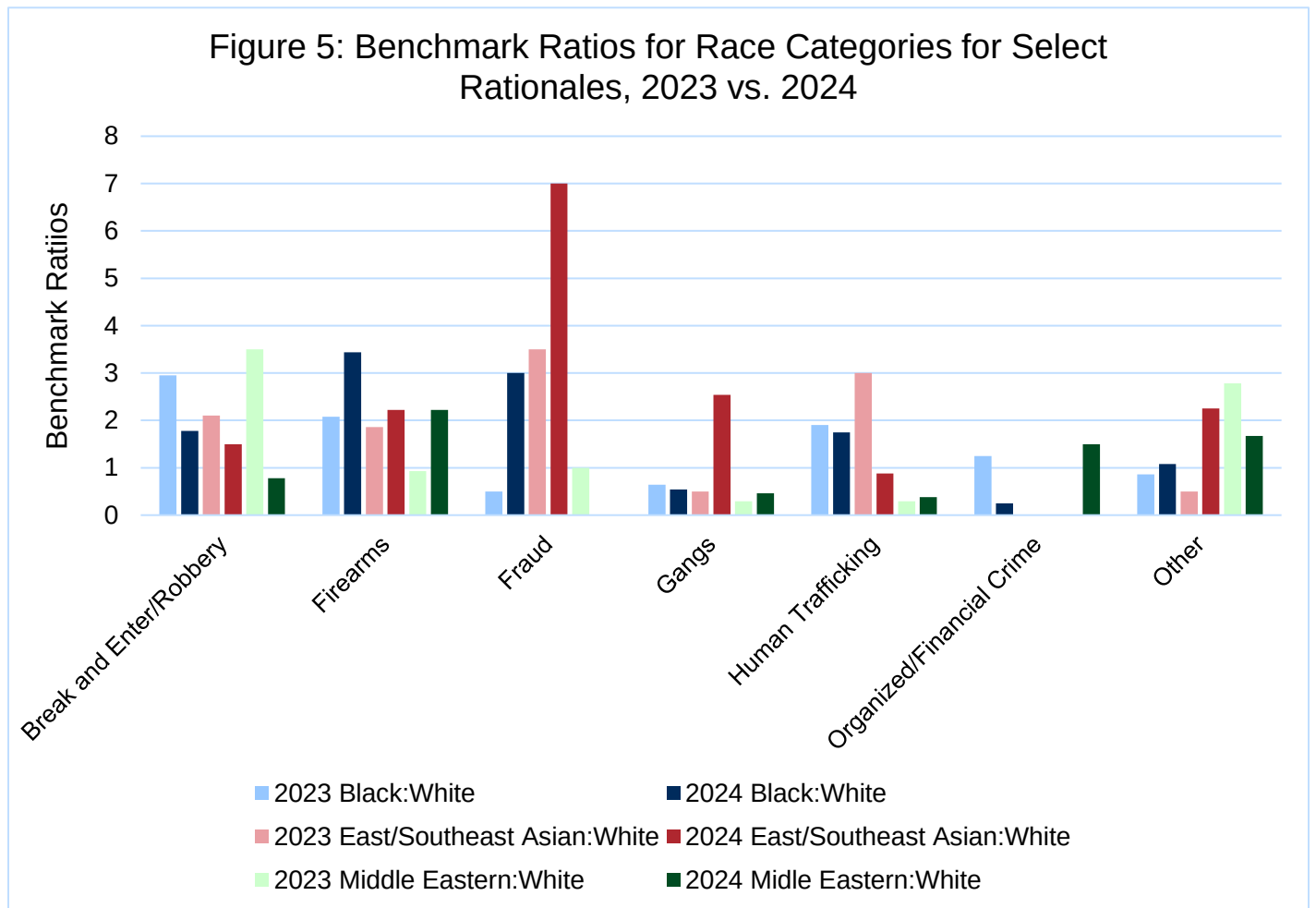
Table 8. Intelligence Notes by Rationale (Type) and Perceived Race. Percentages represent the representation within each perceived race category (e.g., 100% means 100% of Notes for that given race category were related to that Rationale), 2024. Percentages will sum to greater than 100% because a single Note can have multiple Rationales.

	Perceived Race							Total
Rationale	Black	East/Southeast Asian	Indigenous	Latino	Middle Eastern	South Asian	White	
Associations	109 (98%)	15 (100%)	6 (100%)	2 (100%)	33 (94%)	5 (71%)	184 (90%)	354
Break & Enter/Robbery	36 (32%)	4 (27%)			5 (14%)	1 (14%)	36 (18%)	82
Drugs/Drug Trafficking	49 (44%)	6 (40%)	2 (33%)		16 (46%)	4 (57%)	97 (48%)	174
Firearms	34 (31%)	3 (20%)		1 (50%)	7 (20%)	1 (14%)	18 (9%)	64
Fraud	3 (3%)	1 (7%)				3 (43%)	2 (1%)	9
Gangs	8 (7%)	5 (33%)			2 (6%)		26 (13%)	41
Human Trafficking	15 (14%)	1 (7%)			1 (3%)	2 (29%)	17 (8%)	36
Officer Safety	6 (5%)	1 (7%)			2 (6%)	1 (14%)	15 (7%)	25
Organized/Financial Crime	1 (1%)				2 (6%)	2 (29%)	8 (4%)	13
Property Crime	8 (7%)		1 (17%)		1 (2%)	4 (57%)	34 (17%)	48
Other	14 (13%)	4 (27%)	2 (33%)		7 (20%)	1 (14%)	24 (12%)	52

When using enforcement-action benchmarking to compare the proportion of racialized individuals to White individuals for each rationale, the following overrepresentation was observed. Note: we only included race categories with a minimum of 10 Notes overall:

- Black and East/Southeast Asian individuals in Notes related to Break & Enter/Robbery
- Black, Middle Eastern, and East/Southeast Asian individuals in Notes related to Firearms
- Black individuals in Notes related to Fraud
- Black individuals in Notes related to Human Trafficking
- Middle Eastern individuals in Notes related to Organized/Financial Crime
- Middle Eastern and East/Southeast Asian individuals in Notes related falling in the Other category

We see that relative to 2023, many of the East/Southeast Asian benchmark ratios increased. Additionally, we saw an increase in benchmark ratios for Notes related to Firearms and Fraud, across multiple race categories (see Figure 5).



Intersection of Person Characteristics

The intersection of perceived race, gender and age was examined (see Figures 6 and 7).³ For males (258 Notes; 79%), Intelligence Notes most frequently included Black individuals aged 18-29 years (61 Notes; 24% of all male Notes), White individuals aged 30-39 years (42 Notes, 16% of all male Notes), and White individuals aged 40-49 years (32 Notes, 12% of all male Notes). The amount of Intelligence Notes for the other male x race x age categories contributed to less than 9% of male Notes. The top three male x race x age categories identified were the same top three identified in 2023.

Enforcement Action benchmarking revealed an overrepresentation of Black versus White men aged 18-29 years (61 Notes [66.3% of all Notes on Black Men] vs 17 Notes [13.7% of all Notes on White men], for a ratio of 4.84, compared to 2.95 in 2023). Additionally, there was overrepresentation of Middle Eastern versus White men aged 18-29 years (21 Notes [80.7% of all Notes on Middle Eastern Men] vs 21 Notes [13.7% of all Notes on White Men], for a ratio of 5.89, compared to 4.42 in 2023). Finally, we saw overrepresentation of Black vs White males aged 12 to 17 years old (4 Notes [4.3% of all Notes on Black males] vs 3 Notes [2.4% of all Notes on White males], for a ratio of 1.79). The final ratio is based on small numbers, so much be interpreted with caution. All other race x age ratios fell below the threshold of 1.5.

For females (70 Notes; 21%), Intelligence Notes most frequently included White individuals aged 30-39 years (24 Notes, 34% of all female Notes) and White individuals aged 18-29 years (19 Notes, 27% of all female Notes). All other female x race x age categories contributed to equal or less than 8% of female Notes.

Enforcement Action benchmarking revealed an overrepresentation of Indigenous versus White women aged 30-39 years (4 Notes [66.7% of all Notes on Indigenous females] vs 24 Notes [44.4% of all Notes on White females], for a ratio of 1.50). All other race x age ratios fell below the threshold of 1.5.⁴

³ Only the 328 Intelligence Notes that included information on perceived age, gender, and race, were included. Notes that were missing even one of the above 3 mentioned pieces of information were excluded from this section of analysis.

⁴ For Notes that had a minimum of 3 instances per category. Where there were fewer Notes per category we saw some intersections that exceeded the 1.5 threshold. But due to small numbers, even the addition or subtraction of a single note would inflate the ratio.

Figure 6: Number of Intelligence Notes by Perceived Race and Gender, 2024

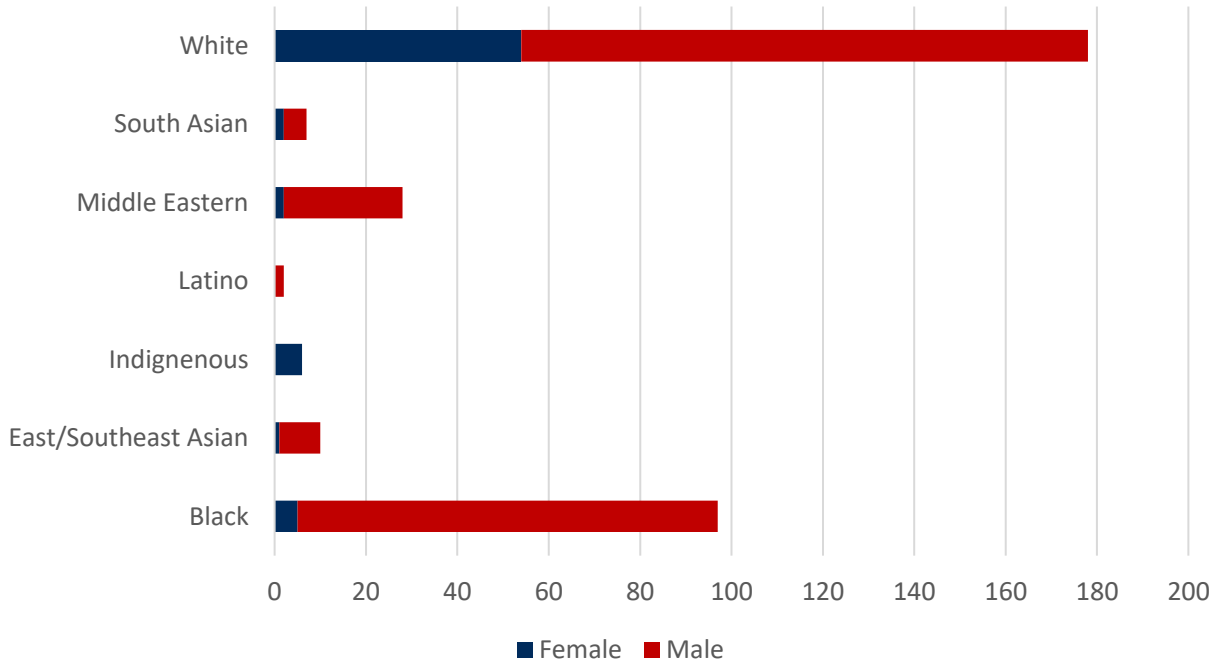
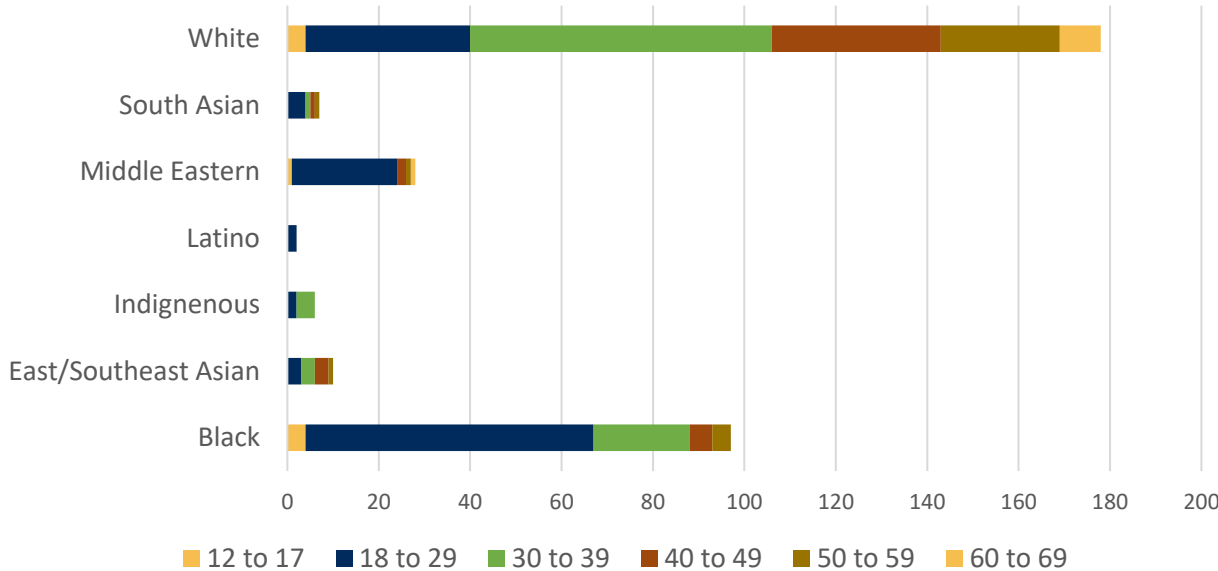


Figure 7: Number of Intelligence Notes by Perceived Race and Age, 2024



Year-to-Year Comparison

In 2023, In-Service Training presented race-based data collection in the context of Intelligence Notes. Because of this, the number of Intelligence Notes in 2023 increased by 35% relative to 2022. A year on, we have seen a slight decrease (-2.8%, 30 fewer Notes) in the number of Intelligence Notes from 2023 to 2024. It is unclear if this is just natural variation that may happen year-to-year, or if it is the beginning of a trend of decreasing Intelligence Notes. We will continue to monitor year-on-year trends to better understand how the number of Intelligence Notes is changing over time.

Perceived Race

Relative to 2023, the representation of racial categories in Intelligence Notes remained largely stable, except for Middle Eastern which saw slight decrease in representation (9% in 2024 vs. 11% in 2023) and Indigenous which saw an increase in representation (2% in 2024 vs. 0.2% in 2023; see Table 9 and Figure 4). This latter trend is a reversal of what was observed between 2022 and 2023, where Indigenous representation in Intelligence Notes decreased from 2% to 0.2%. Therefore, this may represent natural variation that occurs year-to-year. The benchmark ratios for racialized groups in 2024 were also mostly consistent with the benchmark ratios from 2023, which were slightly higher than the benchmark ratios in 2022.

Table 9. Intelligence Notes (percentage of cumulative total) by Perceived Race, 2022 and 2023.

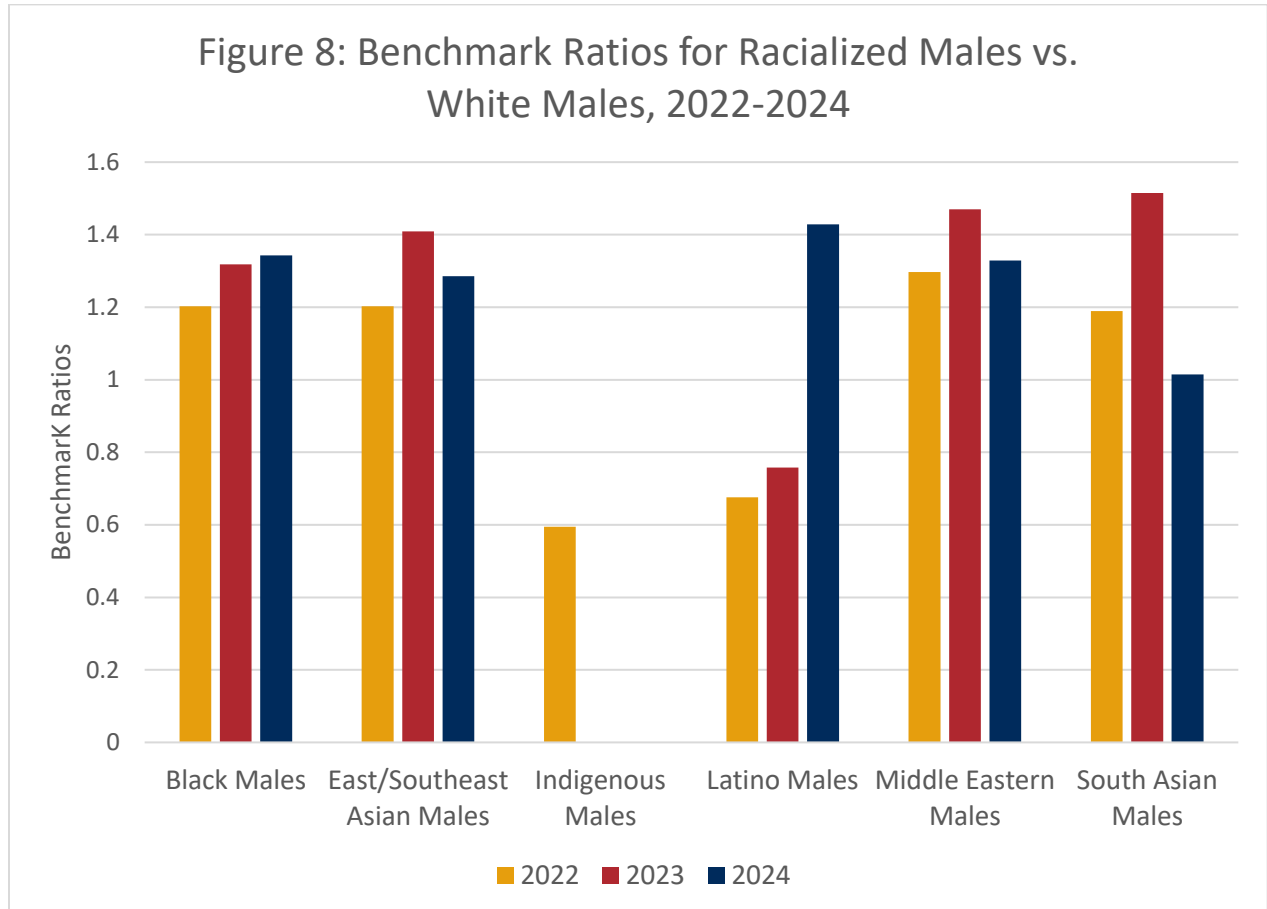
Perceived Race	2023			2024		
	Count	Percentage	Benchmark Ratio	Count	Percentage	Benchmark Ratio
Black	137	29%	0.54	111	29%	0.54
East/Southeast Asian	14	3%	0.06	15	4%	0.07
Indigenous	1	0.2%	0.004	6	2%	0.04
Latino	7	1%	0.02	2	0.5%	0.01
Middle Eastern	51	11%	0.2	35	9%	0.17
South Asian	9	2%	0.04	7	2%	0.04
White	259	54%		204	54%	
Total	478	100%		380	100%	

Perceived Gender

Relative to 2023, the representation of perceived gender categories in Intelligence Notes remained stable. See Figure 3 for a comparison of disproportion ratios between 2022 and 2024.

In 2023, through our Enforcement action benchmarking strategy, we observed overrepresentation of Middle Eastern and South Asian males, relative to White males in Intelligence Notes. In 2024, similar to what was observed in 2022, we see no overrepresentation of racialized versus White males. The most significant change was

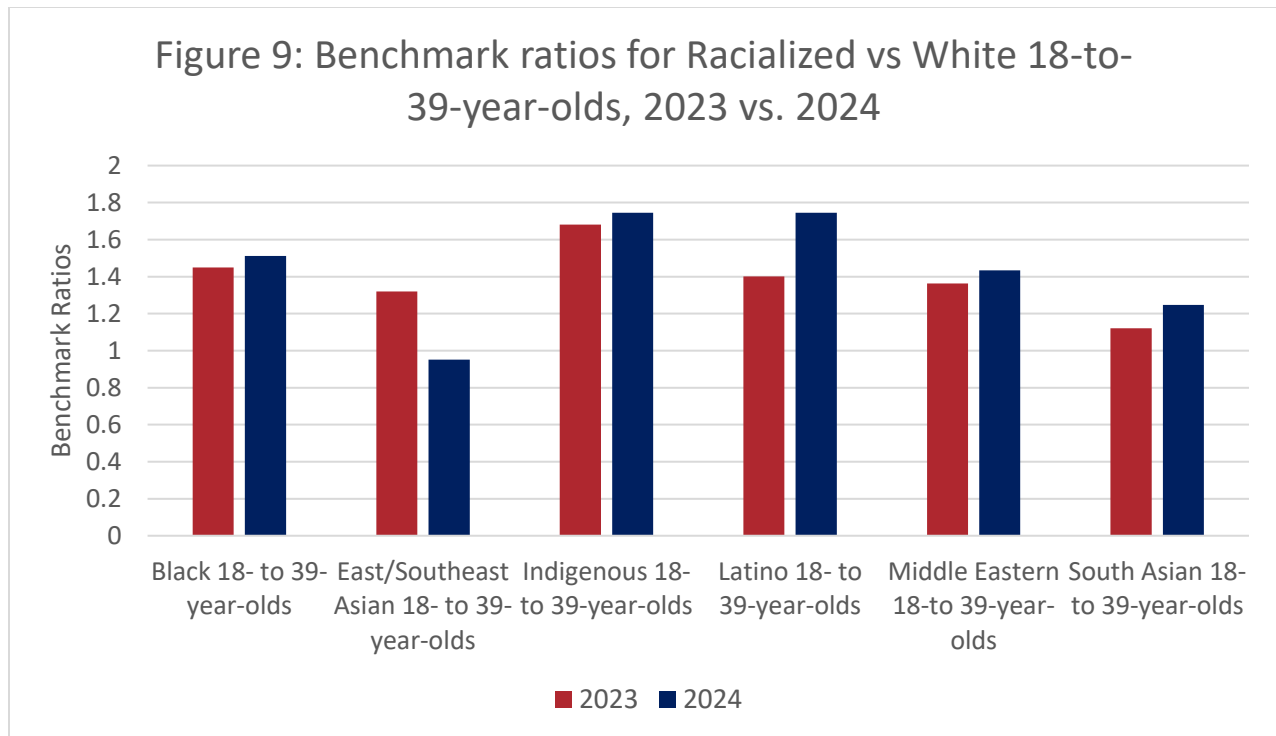
related to South Asian males, which dropped from a ratio of 1.52 in 2023 to 1.01 in 2024 (See Figure 8).



Perceived Age

A shift in how age information was collected in 2023 prevents comparisons to 2022. The patterns observed in 2023 were mirrored in 2024, with 18-to-39-year-olds being overrepresented (see Figure 2).

When examining how racialized 18-to-39-year-olds were represented versus White individuals of the same age group, we see that Black, Indigenous, and Latino individuals are overrepresented. For the Black and Latino categories, this was not the case in 2023. In 2024, as compared to 2023, racialized 18-to-39-year-olds made up more of their overall group's Intelligence Notes. However, it is important to note that for the Indigenous and Latino group specifically, these ratios are based on small numbers and must be interpreted with caution (see Figure 9).



Summary and Future Directions

There was a slight decrease in the number of Intelligence Notes created in 2024, as compared to 2023. It is unclear if this decrease represents natural year-on-year variation or reflects a wider trend. Intelligence Notes were most frequently initiated by Officers and created to capture multiple types of information, in particular to document associations between people, locations, and vehicles, and information related to drugs/drug trafficking.

The proportion of Notes that focused on Person Subjects decreased by 8% in 2024, relative to 2023, while the proportion of Notes focusing on locations increased by 10%. When examining the person characteristics of these Intelligence Notes, we observed that Black and Middle Eastern 18- to 29-year-old men and Black 18- to 29-year-old women were overrepresented as compared to their White counterparts. Further, there was overrepresentation based on the rationale for the Intelligence Note, with racialized groups particularly overrepresented in Notes related to Firearms and “Other”.

2024 represents the third full year of data collection with consistent perceived race and gender categories, allowing for cross-year comparisons. A great deal of consistency was observed in patterns of overrepresentation. However, relative to 2023, there was overall an increased representation of racialized (specifically Black, Latino, and Indigenous) individuals aged 18-to-39-years-old, but note some ratios are based on small numbers. Trends must be monitored long-term as the addition or removal of a small number of cases can vastly change the pattern of results.

Currently, the Intelligence Notes working group is developing metrics to better understand how Intelligence Notes are used across the Service. As part of the Race- and Identity-Based Data Community Engagement Strategy, we will be recruiting a community council to work collaboratively with WRPS to address concerning trends of overrepresentation.

Strategic Business Plan

The above report aligns with the following Strategic Business Plan 2024-2027 objectives:

Our Connections

☒ Communicate and engage

Financial and/or Risk Implications

Nil

Attachments

Attachment 1 – Appendix A: WRPS Intelligence Notes
Attachment 2 – Presentation: Intelligence Notes Q3 2024

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Appendix A

Summary

The WRPS *Intelligence Notes* procedure requires regular review of the Intelligence Note database. The purpose of this review is to ensure compliance with Ontario Regulation 58/16 - Collection of Identifying Information in Certain Circumstances - Prohibitions and Duties.

In an effort to release Intelligence Notes data in a timely manner, WRPS has committed to reporting on findings related to Intelligence Notes on a quarterly basis. The purpose of this review is to monitor key indicators as to whether Intelligence Notes disproportionately focus on groups based on (a) the perceived gender of the individual, (b) a particular age or (c) the perceived racialized group membership, or (d) the intersection of characteristics.

In 2023, the Intelligence Note Report Template was updated in line with recommendations made by the Race-Based Data Collection Steering Group. This appendix provides key definitions to support the information presented in the corresponding Board Report.

Methodology

Definitions:

Intelligence Note – means the documentation of officer observations or information related to person(s) and/or activities for the purpose of intelligence gathering and crime prevention where:

- a. there is no interaction with the person(s) (i.e., a passive observation);
- b. the interaction with the person(s) was first lawful (e.g., provincial or criminal offence/arrest) where an unrelated passive observation is made and warrants recording for intelligence purposes (e.g., the person was wearing gang colours); or
- c. the identifying information is derived from a third party source or already known by the officer

Counting Occurrences

- Unique number of Intelligence Notes
 - Each Intelligence Note count represents the number of times an officer initiated the Intelligence Note process. As such, multiple subjects can be recorded under one Intelligence Note occurrence.
- Count of the number of subjects
 - This count represents the total number of subjects recorded in the Intelligence Notes. A subject may include: persons, vehicles, locations, businesses, etc.
- Count of the persons
 - This count represents the total number of individuals recorded in Intelligence

Notes where a person was the subject of the note. This count is not a count of unique individuals who have an Intelligence Note recorded about them.

Source

This indicates how each Intelligence Note was generated.

- Citizen Initiated
 - Information was generated as a result of an interaction initiated by a member of the community. Examples include:
 - Calls for Service. A member from the public calls dispatch to report an incident. An officer is dispatched to the scene. While on the scene, the officer collects information that is not directly related to the occurrence, but may be of investigative interest.
 - Suspicious Party. A member from the public provides an officer with information regarding an entity suspected to be involved in criminal activity.
 - Third Party Information. Information was provided to WRPS by a third party and an Intelligence Note on the matter was added to capture the information.
- Police Initiated
 - Information was generated as a result of an interaction initiated by a police officer. Examples include:
 - Canvassing. When interacting with members of the public for the purpose of solving crime an unrelated passive observation is documented.
 - Directed Location. Passive observations related to a location known to be associated with criminal activity.
 - Known Person. An interaction or passive observation of an individual whose identity is already known to the officer.
 - Plate Run. Passive observations related to information returned from querying a vehicle license plate in the Ministry of Transportation Ontario database.
 - Traffic Stop. Identifying information is lawfully obtained during an interaction under the Highway Traffic Act and an unrelated passive observation is documented.

Rationale for Intelligence Note

This field explains the rationale – or purpose – as to why the Intelligence Note was created. Intelligence Notes could be created for multi-faceted reasons, therefore any or all of the following options could apply to a single Intelligence Note.

- Break & Enters/Robbery
 - An Intelligence Note was recorded to capture any break and enter and/or robbery information.
- Association
 - An Intelligence Note was recorded to document links and associations between known entities of interest/criminal organizations.

- Drugs / Trafficking
 - An Intelligence Note was recorded to capture any drug/ trafficking information.
- Firearms
 - An Intelligence Note was recorded to capture any firearms information.
- Fraud
 - An Intelligence Note was recorded to capture any fraud information.
- Gangs
 - An Intelligence Note was recorded to capture any gang-related information.
- Human Trafficking
 - An Intelligence Note was recorded to capture any human trafficking information.
- Officer Safety
 - An Intelligence Note was recorded to capture any information related to officer safety.
- Organized/Financial Crime
 - An Intelligence Note was recorded to capture any organized and/or financial crime information.
- Property Crime
 - An Intelligence Note was recorded to capture any property crime information.
- Other
 - Any Intelligence Note that does not fit into the above categories. These Intelligence Notes may contain information on well-being checks, suspended drivers, etc.

Age

Person subject age was provided using age categories recommended in the Independent Street Checks Review report (Tulloch, 2018, recommendation 11.6).

Perceived Gender

This is the perceived gender of the subject. It is important to note that perceived gender data may have inconsistencies. For example, the same subject can be perceived as “female”, “male”, or “unknown”, etc. depending on the officer recording the Intelligence Note.

Perceived Race

In accordance with the Ontario Data Standards for the Identification and Monitoring of Systemic Racism, 2018, officer’s perceptions of person subject race were recorded, using the provided race categories. It is also important to note that perceived racial data may have inconsistencies. For example, the same subject can be perceived as “White”, “Indigenous”, “East/Southeast Asian” etc. depending on the officer recording the Intelligence Note.

Reside outside of Region

Based on the residential address information provided by the officer, a distinction is made between those who reside in the region, those who reside outside of the region, and those with no known permanent place of residence.

Aligning Analysis of Intelligence Notes with WRPS' Race-Based Data Collection Strategy

Person Subject Demographics. The Ontario's Anti-Racism Act (2017) and Data Standards for the Identification and Monitoring of Systemic Racism specifies that public service organizations, including those in the justice sector, must collect and report on certain types of de-identified personal information to help eliminate systemic racism and promote racial equity. WRPS has recently launched the Race-Based Data Collection Strategy to work with academic partners, members, other police services, and the local community to ensure overall compliance with the Data Standards.

Minimum requirements under the Data Standards specify the use of resident population benchmarks to identify disproportionate impacts across public sector organizations. A resident population benchmark represents the cumulative impacts of various systems, institutions, and societal dynamics that contribute to the over-representation of specific groups in particular policing outcomes. While policing contributes to this number, it is not the sole driver of observed disproportions (Foster & Jacobs, 2023). A resident population benchmark analysis asks: Is there equal representation of individuals within police data based on what would be expected from resident population demographics?"

The answer to this question is: No. When benchmarked against resident population demographics police interactions disproportionately overrepresent people based on race, gender, and age. This has been repeatedly documented across the policing sector and WRPS is no exception.

A major limitation to resident population benchmarking is that this comparison provides little insight into *why* we see disproportion. In order to better uncover and understand the police-specific drivers of disproportionate representation, WRPS' race-based analytic framework has been extended to disparities to better focus our initiatives.

To examine disparity, an enforcement actions benchmark analyses is used where contextual information is taken into consideration when comparing the proportionate number of individuals in groups to an appropriate reference group. To examine disproportionality, the residential population data for the Kitchener-Cambridge-Waterloo Census Metropolitan Area (CMA)⁶ from the 2021 Census data was used as the

Foster, L. & Jacobs, L. (2023). A guide for creating benchmarks for racial disparities: What should be considered in benchmarks at a medium/advanced level. February, unpublished.

⁶ The boundaries of the Kitchener-Cambridge-Waterloo Census Metropolitan Area (CMA) do not align with the boundaries of the Region of Waterloo. The CMA boundaries exclude the Township of Wellesley.

benchmark.⁷

For both disparity and disproportionately indices, '1' indicates equal representation in Intelligence Notes. Although there is debate over the cut-off criteria to identify the presence of disparity, typically ratios of 1.5 or higher are used within the justice sector to flag concerning representation (Wortley, 2018).

Disparity Indices: Age and Gender. Separate Chi-Square Goodness-of-Fit tests (X^2) were used to examine whether the observed data was spread equally across age and perceived gender categories, respectively.

Disparity Index: Race. White individuals were used as the reference group in order to allow for the interpretation of patterns that might be indicative of systemic racism (Data Standard 31). Values greater than 1 would indicate the overrepresentation of racialized individuals as compared to White individuals.

Disproportionality Indices: Age, Gender, and Race. The proportion of groups represented in the Intelligence Notes was compared to proportion of similar groups in the local residential population using the 2021 Census data. Values greater than 1 would indicate the overrepresentation of racialized individuals within Intelligence Notes as compared to the proportion of the residential population in Waterloo Region.

Results from the above analyses can be found in the Board Report.

⁷ Some disproportionality indices (ratios) will be over-inflated because the Census data underestimates the number of racialized and young people in the community due to population growth, sojourners attending university, visitors to the Region, etc.