



TRANSIT POLICE

BUDGET

Effective Date: September 12, 2005

Revised: July 9, 2007, June 21, 2013

Reviewed Date:

Review Frequency: As Required

Office of Primary Responsibility: Manager Finance

POLICY

Definitions

Chief Officer – The Transit Police Chief Officer or delegate.

Police Act – The BC Police Act, RSBC 1996, c. 367, and the regulations thereto, including the Transit Police Operations Regulation, all as amended from time to time.

Police Board – The South Coast British Columbia Transportation Authority Police Board.

SCBCTA – The South Coast British Columbia Transportation Authority commonly referred to as “TransLink”.

Transit Police – The South Coast British Columbia Transportation Authority Police Service.

TSML – The TransLink Security Management Limited, a subsidiary of the South Coast British Columbia Transportation Authority and legal entity/employer for the Transit Police.

Authority

1. The Transit Police is a Designated Policing Unit in British Columbia established pursuant to s. 4.1 of the *Police Act* upon application made by the SCBCTA. Pursuant to the application approval, the Transit Police is a part of the TSML, a SCBCTA subsidiary. The Transit Police is governed by the Police Board.

General

2. The TSML is a SCBCTA subsidiary and is required to participate in the SCBCTA's budgetary, financial management and financial planning processes.
3. The Police Board, TSML and SCBCTA are jointly responsible for reviewing and approving the annual budget of the Transit Police.
4. Supervisors of components and functions within the Transit Police are required to participate in the preparation of the Transit Police budget and will prepare written recommendations to develop the budget:

1. derived from operational and activity analysis;
 2. addressing current and anticipated personnel need;
 3. including rationale based on operational and activity analysis.
5. The Police Board will monitor the Transit Police to ensure that there is a consistent budget process that includes preparation, submission, review, adjustment, approval, implementation, modification and evaluation.

PROCEDURES

6. The Transit Police budget is administered in accordance with the policies and procedures of the SCBCTA, TSML and Police Board.
7. The Chief Officer is responsible for the Transit Police budget submission and its application and administration.
8. The Transit Police Finance Manager (Finance Manager) will be responsible for the monitoring of expenditures against the budget and long range financial planning.
9. The Finance Manager, through the chain of command, will submit the Transit Police financial operating status reports to the Police Board on such time frame as so determined by the Police Board. Further, the Transit Police will comply with financial reporting requirements established by the TSML and SCBCTA.

Key References:

BC Police Act [RSBC 1996, Chapter 367] (As Amended November 11, 2011)

BC Provincial Policing Standards [1994]

South Coast British Columbia Transportation Authority Act [SBC 1998, Chapter 30]