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To: South Coast British Columbia Transportation Authority Police Board (Police Board)

**From: Chief Officer Dave Jones
South Coast British Columbia Transportation Authority Police Service (Transit Police)**

Date: January 22, 2020

**Subject: Transit Police 2019 Year-End Financial Result
[Police Board Report No. 2020-03] – Public Agenda**

INFORMATION REPORT

PURPOSE

The Police Board is responsible for the governance of the Transit Police. Regular reporting to the Police Board and their review of financial operations is a key element in the exercise of this responsibility and for public accountability.

The purpose of this report is to present Transit Police year-end financial results (ending December 31, 2019) for the Police Board's review and consideration.

BACKGROUND

In 2016, the Transit Police launched its 2016-2020 Strategic Plan, which covers a period that is and will continue to see considerable changes to the regional transit system and increased levels of ridership. In 2019, policing of the transit system was improved through continuous improvement of operational capacity (e.g., enhanced plain clothes deployment, increased dog teams and explosive detection skills, active assailant training/emergency planning, tactical skills training) joint patrol enforcement on bus system; increased collaboration with jurisdictional police partners; and expanded safety/security education to transit riders, the community and TransLink family. Full implementation of the community-based Service Delivery Model ("SDM"), which launched in 2015, has continued to progress. The SDM includes: dedicated 'hub time' by police officers and high visibility patrol surges; deployment of the six Neighbourhood Police Officers

("NPOs"); and implementation of the Community Service Area ("CSAs") action Blue Prints. The NPOs are a key element of the SDM and the NPOs have significantly increased Transit Police presence through public engagement activities in each of the six CSAs. As well, the NPOs work closely with Transit Police patrol officers and with the jurisdictional police agencies in their CSA.

In 2019, the Transit Police continued to focus on its Strategic Plan and its three Strategic Goals:

- A safe and secure transit system;
- Confidence in the use of public transit;
- Regional services that enhance local policing and community safety.

For 2019, with the concurrence of the Police Board, TransLink Security Management Limited and TransLink, there was an approved increase to the authorized strength by six positions, and a corresponding increase to the budget. This increase was done to enable development of a pilot Community Safety Officer ("CSO") function within the Transit Police. The model would be for the CSO to be a peace officer (e.g., designated Special Provincial Constable) under the *Police Act*. The pilot project calls for six CSO positions in the first year implementation of the four-year pilot. The objective of the pilot project is to test the concept of tiered policing in the transit environment, as a means to increase public safety, uniformed officer visibility and coverage, as well as system resiliency; however, at a lower cost than additional police officers. Work on this concept is underway.

The Transit Police's budget for 2019 is \$34,555,711. The budget does not include TransLink "allocated costs" for centralized services, such as Sapperton premises rent and Information Technology services.

DISCUSSION

Results for 2019 (Appendix A)

Total expenditures in the year were \$34,256,208, resulting in a positive variance of \$299,579 for the year. Details are provided in Appendix A.

A summary of cost savings and over expenditures follows:

Reconciliation of Expenditures:

<u>Savings:</u>	<u>(\$000)</u>
Salary Costs	486
Recoveries	412
Professional & Legal	47
Radio Communication	35
Training	28
	<u>1,008</u>
<u>Over Expenditures:</u>	
Materials	350
Facility Costs	110
Other Services	73
Administration Costs	57
Vehicle Insurance	54
Vehicle Expenses	34
Rentals	17
Marketing	13
	<u>708</u>
Net Savings	<u><u>\$300</u></u>

Key savings are outlined below:

- “Salary” costs were \$486 Thousand less than budgeted, as a result of salary savings from vacant sworn positions, which helped to offset higher over-time costs (to meet patrol minimums) and lower than budgeted recovery of employee future benefit (“EFB”) costs.
- “Recoveries” were \$412 Thousand higher than budgeted due to additional officers being on a paid secondment.
- “Professional and legal” costs were \$47 Thousand less than budgeted, as fewer legal costs were incurred for the indemnification of police officers.
- “Radio communication” costs were \$35 Thousand less than budgeted due to the delay in implementing the Multi Factor Authentication security initiative.

- “Training” costs were \$28 Thousand less than budgeted, as carbine training was deferred to 2020.

Offsetting the above savings were unfavourable variance in the following areas during the year:

- “Material” costs were \$350 Thousand more than budgeted due to: higher costs for body armour (that utilizes newer technology that allows for lighter and cooler ballistic vests for police officers), the purchase of under mount flash lights for pistols, the purchase of carbines, additional uniform costs (transitioning to new pants), and a contribution to the shared purchase with other police agencies of a training simulator.
- “Facility Costs” were \$110 Thousand more than budgeted due to additional building maintenance (electrical, HVAC building access), minor renovation costs for the new public facing hub offices at New Westminster Station and Broadway and Commercial Station, and the costs of upgrades to the RFID tracking system for police equipment.
- “Other Services” were \$73 Thousand over budget as a result of additional use of external contractors (transcription work and to assist Human Resources with a ‘benefits’ project) and extra costs for the police dog service.
- “Administrative Costs” were \$57 Thousand higher than budgeted due to the replacement of audiovisual equipment and office furniture (chairs and lockers).
- “Vehicle Insurance” was \$54 Thousand over budget because of a correction made by TransLink to allocate the actual costs of vehicle insurance to Transit Police.
- “Vehicle Maintenance” costs were \$34 Thousand more than budget due to the decommissioning of one police dog vehicle and the cost to retrofit a replacement, and additional vehicle maintenance costs.
- “Rentals” were \$17 Thousand over budget as a result of extra gun range time was needed to requalify all officers using the plain clothes holster.
- “Marketing” costs were \$13 Thousand more than budgeted due to additional costs incurred for producing the wire theft video and annual report video.

TransLink Allocated Costs (Appendix B)

Allocated costs from TransLink are not included in the Transit Police budget, which is consistent with the other TransLink subsidiaries. TransLink allocates centralized costs to the business units that directly benefit from/consume the service or cost. The cost allocated to the Transit Police covers Information Technology, Premises Rental, Payroll and some Human Resources services.

Total allocated costs for 2019 are \$5,282,775 (\$5,351,932 budgeted for 2019) resulting in a positive variance of \$69,157 (1.0%) for the year. The positive variance was largely due to lower building rent offsetting higher information technology costs.

CONCLUSION

Total expenditures in 2019 were \$34,256,208, resulting in a positive variance of \$299,579 for the year. The 2019 year end results includes an accrual for estimated retroactive pay for union staff, with the actual amount not known until the outcome of the next Vancouver Police Collective Agreement; which impacts provisions of the Transit Police Collective Agreement.

Chief Officer Dave Jones

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Submitting Senior Executive Member: Barry Kross, Deputy Chief Officer Administrative Services Division

Transit Police 2019 Actual

Period ending	December 31, 2019			
	Actual	Budget	Variance	%
Labour				
Salaries	25,635,848	26,901,439	1,265,591	5%
Overtime	1,284,994	951,547	(333,447)	-35%
Benefits	5,023,638	4,577,061	(446,577)	-10%
	<u>31,944,480</u>	<u>32,430,047</u>	<u>485,567</u>	<u>1%</u>
Recoveries - Secondments	(1,349,350)	(937,022)	412,328	
Labour net of Recoveries	<u>30,595,130</u>	<u>31,493,025</u>	<u>897,895</u>	
Vehicles				
Fuel	219,565	230,000	10,435	5%
Vehicle Maintenance	122,480	102,503	(19,977)	-19%
Vehicle Outfitting	50,079	23,500	(26,579)	-113%
Vehicle Leases	28,412	30,000	1,588	5%
Insurance	103,800	49,999	(53,801)	-108%
	<u>524,336</u>	<u>436,002</u>	<u>(88,334)</u>	<u>-20%</u>
Materials				
Materials - Uniforms	144,460	120,201	(24,259)	-20%
Materials - Other	219,901	104,017	(115,884)	-111%
Materials - Firearms/Ammunition	167,093	46,581	(120,512)	-259%
Materials - Outerwear	214,753	124,994	(89,759)	-72%
	<u>746,207</u>	<u>395,793</u>	<u>(350,414)</u>	<u>-89%</u>
Outside Services				
Maintenance and Repairs	129,931	38,497	(91,434)	-238%
Uniform Cleaning	94,514	97,028	2,514	3%
Other Services	292,511	217,014	(75,497)	-35%
Minor Renovations	38,460	20,000	(18,460)	-92%
	<u>555,416</u>	<u>372,539</u>	<u>(182,877)</u>	<u>-49%</u>
Administration				
Office Equipment	57,992	16,500	(41,492)	-251%
Stationery and Supplies	75,758	76,604	846	1%
Memberships/Subscriptions	76,106	61,611	(14,495)	-24%
Board Remuneration	38,462	46,750	8,288	18%
Other Administration	31,894	21,902	(9,992)	-46%
	<u>280,212</u>	<u>223,367</u>	<u>(56,845)</u>	<u>-25%</u>
Telecommunications				
Telecommunications	-	-	-	
Radio Communication Equipment	595,485	630,495	35,010	6%
	<u>595,485</u>	<u>630,495</u>	<u>35,010</u>	<u>6%</u>
Professional and Legal				
Professional fees	148,636	144,499	(4,137)	
Legal Fees	159,009	210,000	50,991	24%
	<u>307,645</u>	<u>354,499</u>	<u>46,855</u>	<u>13%</u>
Training				
Recruit Training	216,742	209,000	(7,742)	-4%
Training - Mandatory	315,813	352,067	36,254	10%
	<u>532,555</u>	<u>561,067</u>	<u>28,512</u>	<u>5%</u>
Rentals				
Rentals/Leases - Parking	7,432	4,000	(3,432)	
Rentals/Leases - Range	32,080	18,000	(14,080)	-78%
Rentals/Leases - Office Equipment	-	-	-	
	<u>39,512</u>	<u>22,000</u>	<u>(17,512)</u>	<u>-80%</u>
Marketing & Promotions	79,711	67,000	(12,711)	-19%
Total Before Allocated Costs	<u><u>34,256,208</u></u>	<u><u>34,555,787</u></u>	<u><u>299,579</u></u>	<u><u>1%</u></u>

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Salary savings from vacancies and officers on leave
Additional OT for backfilling vacant sworn and dispatch positions
EFB recoveries lower than budgeted
More officers on paid secondment than planned
Lower fuel prices in the year
Extra costs for maintenance of vehicles
Extra costs for outfitting of K9 vehicles
Adjustment to allocate actual insurance cost for Police vehicles
Additional costs for transitioning to new uniform pants
Contribution towards a training simulator, ASD repairs, first aid supplies
Purchase of additional carbines and clip on lights for firearms
Purchase of new improved body armour
Additional costs for sub offices and RFID tracking upgrades
Additional external contractor costs and police dog costs
Additional cost for new sub offices and HQ
Replacement of furniture and audio visual equipment
Payment of prior years CISBC dues
Vacant director position during year
Business meetings and OT related costs for OCC due to staff shortage
Delay in Multi Factor implementation
Lower legal costs
Lower as carbine training was deferred to 2020
Additional parking stalls required at Waterfront sub office
Extra range time needed to train all officers on plain clothes holsters
Additional costs for wire theft video and video for annual report

TransLink Allocated Costs - 2019 Actual

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Period ending

December 31, 2019

	Actual	Budget	Variance	%
Salaries	811,905	795,305	(16,600)	-2%
Administration	474,263	433,114	(41,149)	-10%
Computers & Systems	2,099,304	1,982,974	(116,330)	-6%
Rentals	1,897,303	2,140,539	243,236	11%
	<u>5,282,775</u>	<u>5,351,932</u>	<u>69,157</u>	1%