



City of Richmond

Report to Committee

To: Community Safety Committee
From: Rendall Nesset
Officer In Charge,
Richmond RCMP Detachment

Date: August 26, 2008

File:

Re: RCMP Five Year Resourcing Plan – 2009 – 2013

Staff Recommendation

That the report dated August 26, 2008 from the Officer in Charge, Richmond RCMP Detachment entitled "RCMP Five Year Resourcing Plan – 2009 – 2013" be received for information.

Rendall Nesset
Officer In Charge, Richmond RCMP Detachment
(604-278-1212)

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:		CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Budgets		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
RCMP		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
REVIEWED BY TAG		YES CVC. <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
		REVIEWED BY CAO	
		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

At Finance Committee on February 15, 2007 staff made a commitment to provide to Council a five year resourcing plan that was to be updated on an annual basis. The following report represents that 2009 update.

Inspector Nasset has also developed a five year resourcing plan (Attachment 1) for the Detachment. The purpose of this report is to provide a provisional analysis of the plan, as well as the effect on the city's operating budget.

Findings of Fact

The Richmond Detachment has developed and maintained a philosophy of developing proactive policing initiatives in response to emerging issues. The OIC's forecast of future staffing requirements reflects his philosophy by identifying a number of new teams which would be implemented. This forecast does not include the six current police officers currently funded through gap financing, and assumes the gap financing would continue.

	2009	2010	2011	2012	2013	Total
Regular Members						
• Canada Line (START)	2	2	0	0	0	4
• Quick Response Team	0	2	4	4	4	14
• Historical Crimes Team	0	3	0	0	0	3
Subtotal	2	7	4	4	4	21
Municipal Employees						
• Records Quality Reviewer	1.75	0	0	2	0	3.75
• Building & Equipment Coordinator	1	0	0	0	0	1
• General Duty Support	2	2	0	0	2	6
• Fleet Maintenance Coordinator	0	1	0	0	0	1
• Field Coaching Coordinator	0	1	0	0	0	1
• Plain Clothes Support	0	1	0	0	0	1
• Information Technology	0	0	1	0	0	1
Subtotal	4.75	5	1	2	2	14.75
Total	6.75	12	5	6	6	35.75

Analysis

This plan is based on current and future challenges and pressures that will be placed upon the City and Police such as:

- Canada Line
- Population growth
- Downtown development and transformation
- 2010 Olympics
- More visitors to our City and International Airport

In addition a recent study was completed on the amount of voluntary overtime that the police members of the Detachment work on a monthly basis. The study showed that, on average, 2,100 hours were worked per month without expectation of compensation. These 2,100 hours per month roughly translates into \$85,000 per annum that the police members are volunteering to provide service to the citizens of Richmond.

For 2009, the OIC has requested 6.75 additional positions – 2 regular members and 4.75 municipal employees through the additional levels process. Keeping in mind the time between approval and having a new member in the detachment, if approval were granted in the spring of 2009, members would likely arrive six to eight months later. Of the 4.75 municipal positions all would be providing additional clerical support to the regular members of the detachment, thus allowing them more time as an on the road resource.

For the 2010-2013 portion of the five year plan, staff recommend that the plan be referred back to staff for review and further comment. The Law & Community Safety Department will be continuing a long term planning process. The planning process is in response to changes in the City's landscape, population and demographics, with drivers such as the Canada Line, 2010 Olympics, City Centre Area Plan and Sustainability being taken into account. The purpose of the planning process is to establish overall priorities for the department and to enable the individual business units in Law & Community Safety to develop business plans.

In recognition of the demands for funding from all areas in the City organization, as well as the significant cost centres located with this department, one of the objectives of the planning process will be to identify proactive and alternative approaches to providing service. For example, does it make effective use of a police officer to deliver a service which could be provided by a municipal employee. The OIC has identified in the five year resourcing plan several instances where the function performed by a regular member would be civilianized.

Financial Impact

Year	Current RCMP Net Budget*	Positions	Number	New Position Cost	RCMP Budget W/Addt'l Positions
2008	31,537,700				
2009		Records Quality Reviewer (ME)	1	65,527	
		Building & Equipment Coordinator (ME)	1	61,259	
		RCMP Officers – Canada Line (START)	2	252,682	
		General Duty Support (ME)	2	118,440	
		Records Quality Reviewer (ME)	0.75	41,270	
	32,483,625			539,178	33,022,803
2010		RCMP Officers	7	929,467	
		General Duty Support (ME)	2	122,338	
		Plainclothes Support Clerk (ME)	1	61,169	
		Fleet Maintenance Coordinator (ME)	1	72,536	
		Field Coaching Coordinator	1	70,123	
	32,738,186		12	1,255,633	34,993,819
2011		RCMP Officers	4	554,309	
		Information Technology	1	86,454	
	34,941,287		5	640,763	35,582,050
2012		RCMP Officers	4	575,839	
		Records Quality Reviewer (ME)	2	129,533	
	36,135,487		6	705,372	36,840,859
2013		RCMP Officers	4	597,878	
		General Duty Support (ME)	2	115,894	
	37,400,229		6	713,772	38,114,001

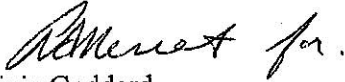
Costs include:

- 2009 - 3.53% inc. in members salary
- 2010 - 2% incl. in members salary
- 2011 to 2013 - 3.5% estimated increase
- ME costs - salaries, benefits, increases and operational costs where required

Finance has advised historically, RCMP expenditures have been favourable to the budgeted expenditures due to lower than contracted RCMP staff compliment. In 2007, the actual staff compliment was 181 compared to the contract of 206. At the end of the 2nd quarter of 2008, the actual and contract staffing as 174 and 209 respectively (this includes 10 positions for the Police Dog Services, Forensic Identification Services, Integrated Traffic Reconstruction and Analysts programs).

Conclusion

The RCMP Five Year Resourcing Plan has identified proposed new positions at the Richmond detachment. The 2009 portion of the plan has been included for consideration in the 2009 Operating Budget Additional Levels. The 2010 – 2013 portion of the plan would benefit from further discussion and consultation as part of the Law & Community Safety long term planning process.



Lainie Goddard
Manager, RCMP Administration
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LG:cp

2009

Attachment 1

RCMP-GRC

Richmond
Detachment

RCMP PRIORITY 2009-2013

This document details the projected resourcing requirements for the Richmond RCMP into the 2013 Time Frame.

RCMP Future Staffing Requirements Forecast

Five-year resource plan

Proactive Policing – Sustaining the Momentum 2009 – 2013

McLean's Magazine ranked Richmond 62nd (100 being the safest) with a crime rate of - 31.2% below the national average.

The City of Richmond is recognized as one of the safest, most livable cities within Canada. Since 2001, the Richmond RCMP has engaged in a proactive policing model. Proactive policing is based on the whole notion of a new mind-set and a new skill-set. It is about taking initiative in partnership with the community in advance of problems or crimes. Instead of being reactive only going to the crime after it occurred, and applying enforcement, Richmond RCMP began reaching out to the community to prevent crime whenever possible.

Proactive policing is about identifying problems before they occur, or root-problem solving in partnership with the community. This style of policing is a comprehensive approach to safety. Police and the community working together in the suppression, intervention and prevention of crime. This requires dedicated resources and commitment.

As a result of this new approach to community safety in Richmond, unprecedented success has occurred. Richmond is widely recognized as a leader in crime reduction, community safety and community policing. Over 53 countries have studied the Richmond approach to safety. Richmonds proactive approach and success has been featured on television, film, magazines and recently published books.

Our success is a direct result of the long term investment Richmond had made into its community safety approach. Proactive policing is something we are all proud of. We do not want to slip back into the reactive model of policing - responding from call-to-call and never really getting at the root of the problem.

RCMP Future Staffing Requirements Forecast

RCMP VISION

Our 5 year resource plan, our vision for the future, is to maintain and sustain our proactive policing initiatives and partnerships we have in place. We know our model is working and it is fully endorsed and supported by our community.

This 5 year forecast is built on the assumption that gap funding for the 6 current police officers continues, or these officers are normalized by additional level requests not included in this resource plan.

This plan is based on current and future challenges and pressures that will be placed upon the City and Police such as:

- Canada Line
- Population growth
- Downtown development and transformation
- 2010 Olympics
- More visitors to our City and International Airport

In addition a recent study was completed on the amount of voluntary overtime that the police members of the Detachment work on a monthly basis. The study showed that, on average, 2,100 hours were worked per month without expectation of compensation. These 2,100 hours per month roughly translates into \$85,000 per annum that the police members are volunteering to provide service to the citizens of Richmond.

Additional Resources Required (5 Year)

Year	Additional	
	Regular Members	Municipal Members
2009	2	4.75
2010	7	5
2011	4	1
2012	4	2
2013	4	2

RCMP Future Staffing Requirements Forecast

The following is a table which lists our staffing requirements (both Regular Members and Municipal Employees) in priority order, for 2009.

Unit/Section	Resources Required 2009
Records Quality Reviewers (ME)	1
Building & Equip Coord (ME)	1
Canada Line (START) (RM)	2
General Duty Support (ME)	2
Records Quality Reviewers (ME)	.75
Total	6.75

Regular Member Requirements Table

Unit	Regular Police Resources Required				
	2009	2010	2011	2012	2013
Quick Response Team	0	2	4	4	4
Canada Line START	2	2	0	0	0
Historical Crimes Unit	0	3	0	0	0
Total	2	7	4	4	4

RCMP Future Staffing Requirements Forecast

Regular Member Rationales (2009-2013)

START – Canada Line (Station Targeted Area Response Team) (2009/2010)

The request for additional resource levels is to facilitate a comprehensive crime prevention program to deter criminal activity in the areas around the stations. The Greater Vancouver Transit Authority Police will be increasing staff for the implementation of this transit line. However, GVTAPS patrols and enforces statutes on Transit property and vehicles only.

The current operational plan is to create a Station Targeted Area Response Team (START) which will be responsible for ensuring a coordinated response to community needs to ensure that crime cannot gain a foothold in these areas.

Current plans include the following duties;

- Liaison with the Community and GVTAPS
- CPTED (Crime Prevention Through Environmental Design) assistance to residents and businesses
- Evaluation of crime trend data
- Targeted high visibility patrols based on the current trends
- Targeted operations to detect crime and apprehend criminals
- Community education and engagement through the storefront COPS station located at the new Bridgeport station and the new YVR storefront station.

We are already collecting data to use as a baseline for comparison once the Canada Line opens.

Quick Response Team (2010 - 2013)

The Quick Response Team will be tasked with providing immediate response to time-sensitive, emerging crime trends. The unit would work closely with the Crime Analysts and would proactively target their efforts to patrol problem areas.

This unit will be able to effectively pro-act and respond to calls quickly by anticipating trends and deploying at times and places where the need for police intervention is projected.

Through the actions of this unit, it is expected that the pressures on General Duty often could be mitigated by reducing calls for service by intervening sooner and preventing further offences.

RCMP Future Staffing Requirements Forecast

Historical Crime Team (2010)

The Historical Crime Team will be responsible for conducting investigations of historical unsolved crimes that occurred in Richmond, in some cases, several decades old. These investigations include suspicious deaths, missing persons, and serious crimes against persons that are re-opened as victims/ witnesses come forward with new information or new evidence is uncovered. These types of investigations are often complex and require a special team of investigators skilled in locating people (victims, witnesses, and suspects), and understanding criminal code requirements of the day, as well as the suitability of modern evidence collection techniques on historical investigations.

The current resources and workload demands of the Serious Crime Unit and the Unit's requirement to respond to current and active crimes is such that these types of investigations are not actively pursued. Historical investigations may remain inactive for extended periods further allowing further erosion of evidence. Richmond detachment is currently carrying approximately 30 open historical investigations.

Policing experience has shown that a dedicated team of skilled investigators, allowed the time to focus on historical investigations can reach a successful conclusion for many of these investigations.

RCMP Future Staffing Requirements Forecast

Municipal Employee Requirements Table

Position	Municipal Employee Resources Required				
	2009	2010	2011	2012	2013
Records Quality Reviewers	1.75	0	0	2	0
Building & Equipment Coordinator	1	0	0	0	0
General Duty Support	2	2	0	0	2
Fleet Maintenance Coordinator	0	1	0	0	0
Field Coaching Coordinator	0	1	0	0	0
Plain Clothes Support	0	1	0	0	0
Information Technology	0	0	1	0	0
Totals	4.75	5	1	2	2

Due to the recent arrival of a new Manager, RCMP Administration, the following is a general overview of the anticipated support staff personnel requests for the next five years. It is anticipated that at a later date, after an in-depth analysis of municipal staff functions has been completed, a refined Priority Report will be brought forward for next year's budget cycle.

RCMP Future Staffing Requirements Forecast

Records Quality Reviewers (2009 – 2012)

Staffing levels within the Richmond RCMP records department have not increased since 1994. The City of Richmond currently employs 9 full-time Records Quality Reviewers within the detachment records department. 9.25 of these positions are funded through full-time salaries while the .75 is funded through the utilization of part-time staff dollars.

Within the past few years, the Province of British Columbia legislated that the Police Records Information Management Environment for BC (PRIME-BC) will be the Records Management System (RMS) to manage organizational operational records, share information and contribute to an overall integrated justice solution. The implementation of PRIME-BC as the operational Records Management System (RMS) creates the challenge for municipal detachments record centers to provide a 24/7 transcription service. Transcription is the function that is required for new information to be entered into the PRIME-BC database when operational members are on duty. It is the first level of quality assurance between the mobile environment and the RMS where the data is stored.

On December 5, 2001 Richmond Detachment became the pilot project for this system and since its inception, the responsibility for Municipal Staff to maintain the workload with the functions of PRIME has increased significantly due to, in part, new and changing policies and legislation surrounding the record keeping of police agencies. Another factor that greatly affects the workload of the records management municipal staff is the continual increase in regular members, as the detachment police officer complement has increased by 45% or 65 since 1994.

The main function of the Richmond Detachment Records Quality Reviewers is to maintain, classify and review all operational and administrative files which have been generated by Detachment personnel. Eight of these nine positions are assigned to the general duty watches and the ninth assists the support units such as: traffic, serious crimes, and community policing.

The increase in police officers and the implementation of the provincially mandated records management system, PRIME has necessitated the need for an additional one full-time staff member to assist the support services reviewer. The additional .75 required is to alleviate the continual drain on part-time dollars.

RCMP Future Staffing Requirements Forecast

Building and Equipment Coordinator (2009)

It has become necessary to require a full-time support staff person take responsibility for the many tasks that interrupt and distract other staff from their mandated duties. These distractions are expensive in terms of time lost where resources deployed inappropriately.

The most frequent sources of distractions are:

- Inventory control and audit of police officer daily equipment needs - e.g. portable radios, keys, conducted energy weapons, shotguns, radio harnesses, earpieces and remote microphones, etc.
- Monitor Security Access cards - work with Finance and City Works Yard staff
- Receive and distribute deliveries - work with Cell Guards and Finance
- Escort trades within the building - work with the Client Services Non-Commissioned Officer regarding security
- Building issues - work with Occupational Health and Safety Committee and Administration Non-Commissioned Officer regarding safety standards and renovations logistics
- Janitorial issues - work with Administration staff in liaison with City Janitorial Management
- Assist Transport - work with Transport to cover sick time, holidays, and special projects e.g. Installation of mandated new police car markings or equipment.
- maintain running condition and equipment of the Community Safety Vehicle

General Duty Support (2009, 2010, 2013)

These positions will provide administrative support to the general duty watches and the 92 police officers that make up the teams for the Richmond RCMP Detachment.

Currently there is no administrative support assigned to assist the general duty watches, and as such the police officers are required to fulfill a myriad of administrative tasks rather than being able to patrol the streets of Richmond. Duties that these positions would be able to perform could be:

- maintaining the shift schedule
- assisting the Building and Equipment Coordinator by in the daily issuance of detachment owned equipment required by the police officers
- tracking court notifications
- uniform requisitions
- overtime callouts
- maintenance of staff photo board
- preparation of general correspondence
- assistance with court document preparation
- transcription

RCMP Future Staffing Requirements Forecast

It is anticipated that with two full-time positions a rotating seven day per week coverage could be provided. 2009 would be year one of a two year Detachment plan with 2010 seeing the implementation of clerks being assigned to individual watches on a permanent basis thus allowing for continuity on each watch.

Fleet Maintenance Coordinator (2010)

When the current Transportation Coordinator's position was created over 28 years ago, the detachment had a fleet of approximately 30 vehicles which were accessible at one centralized location.

The current fleet is 107 vehicles and these vehicles are located in three geographically separated locations. (Main office, Annex and the YVR satellite office.)

Current duties include;

- Planning, scheduling, & implementing the routine oil changes, and preventative maintenance services. Delivering and picking up the vehicles.
- When breakdowns occur, making arrangements for the repairs.
- Coordinate with the repairs shops for the work to be done.
- Confirm the work done was done properly and was what was required.
- For all damage to police transport;
 - arranging with competitive body shops for three estimates,
 - approval of the estimates and scheduling of the repairs
 - handling the paper work for ICBC and RCMP Civil Litigation,
 - authorizing repair invoices and forwarding for payment
- Initiating repairs with the RCMP repair shop for car radios and computers
- Minor fleet repairs, including; tire, head and tail lights and some minor body repairs.
- Responsible for maintaining the recording of the accounts and inventory files.
- Implementing new police vehicles into service. Much time is spent arranging for the emergency equipment installation; light bars, radios, and computers

The fleet has also become more complex, with additional components that require maintenance including;

- Strobe lights in turn signals,
- Spotlights in the windshield pillars,
- In car video systems,
- PRIME computers in the vehicles
- Global Positioning Systems

There is a need to add an additional resource to allow for the increased workload and traveling times, as well as maintaining the vehicles and the included support equipment to defined Canada Labour Code standards.

RCMP Future Staffing Requirements Forecast

Field Coaching Coordinator (2010/2011)

The continuous learning and development of Detachment resources is a high priority. It requires a minimum of a full-time coordinator and full-time assistant. At present, this work is being performed by operational police officers who monitor the need for training and development for the officers and coordinate all the training.

Civilianization of these positions would assist in the overall management and leadership within this section and duties for these positions could also include the supervision of the performance of police office recruits, to assist the coaches with their duties and to liaise with the National Field Coaching Program and the Pacific Region Training Centre.

Plain Clothes Section Support (2010)

With an overall team of 49 police officers that require clerical support, it is essential to provide a level of knowledge, abilities and skills appropriate to the high profile cases that the members are involved in.

This position is responsible for, although not limited to, preparing information packages for court, transcription of audio and video statements, maintaining data banks of persons of interest, liaising with RCMP headquarters on major case management policies and procedures, ordering supplies and maintaining all inventory assets assigned to the section. Currently, the ratio of peace officers to support staff is 49:1 and it has become impossible for the lone city staff member to provide the support that this section requires.

Information Technology (2011)

Computer Services/Informatics is currently two support staff and one manager, supporting approximately 300 police officers and staff, located in the main detachment and 4 satellite offices, with additional police officers and staff being requested for the Olympics and beyond. All in-house personal computers, vehicle mobile workstations, telephones, videoconferencing units and related peripheral equipment are the responsibility of three staff members.

As much as the first level support provided by City helpdesk is appreciated, the majority of personal computers are on the RCMP network with its own separate infrastructure running applications that are unique to the force. Although the City helpdesk is able to provide support for the in-house municipal staff and police personal computers on the City network, they cannot log-in remotely to the RCMP network of computers to assist with trouble calls.

A dedicated position offering first level local support would be able to provide police officers and staff with specific troubleshooting, remote control and in-person support as and when required. Additional tasks could be assigned; such as phone support, including forgotten passwords, new staff setup, transferred staff deleted, database maintenance, and hardware problems.