



SURREY POLICE BOARD

Regular Meeting Agenda

Venue: Virtual
Date: September 27, 2023
Time: 5:00 PM

ITEM	PRESENTER
A. CALL TO ORDER	Jessie Sunner
<p>The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.</p>	
MOTION TO APPOINT AN ACTING CHAIR	Melissa Granum
<p>It is in order for the Board to pass a motion to appoint an “Acting Chair” pursuant to Section 25 (2) of the Police Act, which states:</p>	
<p>(2) If the mayor is absent or unable to act, the municipal police board members present at a meeting of the municipal police board must elect from among themselves a chair to preside at the meeting.</p>	
B. ADOPTIONS	
1. Adoption of the Agenda – September 27, 2023	Jessie Sunner
2. Adoption of Minutes – July 26, 2023	Jessie Sunner
C. DELEGATIONS	
1. No Delegations.	Jessie Sunner
2. No Delegation Requests	Jessie Sunner
D. REPORTS	
CHIEF CONSTABLE REPORTS	
1. Surrey Crime Severity Index Report 2023-R009 – For Information	Chief Lipinski
2. New BC Provincial Policing Standards on Responses to Sexual Assault Report 2023-R010 – For Information	Chief Lipinski
3. Transition Update – Verbal For Information	Chief Lipinski

COMMITTEE REPORTS

FINANCE COMMITTEE REPORTS

- 1. Financial Update - Year to Date Expenditures – August 31, 2023** Avtar Johl
Report 2023-FIN009 – For Information
(Presentation)

E. INFORMATION

No information.

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

No new business.

H. NEXT MEETING

The next meeting of the Surrey Police Board will be held on October 25, 2023. Jessie Sunner

I. MOTION TO HOLD A MEETING IN A CLOSED SESSION Jessie Sunner

It is in order for the Board to pass a motion to close the meeting to the public pursuant to Section 69 (2) (c), and (d) of the *Police Act*, which states:

- (2) if it believes that any of the following matters will arise in a meeting or hearing held by it, a board or committee may order that the portion of the meeting during which the matter will arise be held in private:
- (c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter;
 - (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

J. ADJOURNMENT Jessie Sunner



SURREY POLICE BOARD

Regular Meeting Minutes

Venue: Council Chambers

Date: July 26, 2023

Time: 4:00 PM

Present:

Brenda Locke, Chair
Jessie Sunner
Meena Brisard
James Carwana
Cheney Cloke
Manav Gill
Avtar Johl
Elizabeth Model

Regrets:

Harley Chappell
Jennifer Hyland, Deputy Chief

Staff Present:

Norm Lipinski, Chief Constable
Michael LeSage, Deputy Chief
Todd Matsumoto, Deputy Chief
Steven Drennan, Superintendent
Melissa Granum, Executive Director
Marion Chow, Executive Assistant
Candace Hoover, Administrative Assistant
Lisa Eason, Manager, Strategic Communications
Ian McDonald, Media Liaison

A. CALL TO ORDER

The July 26, 2023 Surrey Police Board Regular meeting was called to order at 4:00 PM.

The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.

B. ADOPTIONS

1. Adoption of the Agenda – July 26, 2023.

It was

Moved by Manav Gill
Seconded by Avtar Johl

That the agenda of the Surrey Police Board Regular meeting of July 26, 2023 be adopted.

Carried.

2. Adoption of Minutes – May 31, 2023

It was

Moved by Elizabeth Model
Seconded by James Carwana

That the minutes of the Surrey Police Board Regular meeting of May 31, 2023 be adopted.

Carried.

C. DELEGATIONS

1. No Delegations.
2. No Delegations Requests.

D. REPORTS

CHIEF CONSTABLE REPORTS

- 1. Chief Updates – Verbal - For Information**
(Presentation)

It was

Moved by James Carwana
Seconded by Manav Gill

That the Surrey Police Board receive the Chief Constable's verbal update and presentation.

Carried.

COMMITTEE REPORTS

FINANCE COMMITTEE REPORTS

- 1. Year to Date Expenditures – June 30, 2023**
Report 2023-FIN007 – For Information
(Presentation)

It was

Moved by James Carwana
Seconded by Elizabeth Model

That the Surrey Police Board receive the report for information.

Carried.

E. INFORMATION

- 1. CAPG Media Advisory – Appointment of New Board Members**

It was

Moved by Manav Gill
Seconded by James Carwana

That the Surrey Police Board receive the above noted information.

Carried.

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

1. Establishing Public Confidence in SPS and the Surrey Police Board.

The Chair provided comments on establishing a strong collaborative relationship with the Surrey Police Service in building a police force for the City of Surrey.

Director Cloke provided comments to the Chair’s comments.

H. NEXT MEETING

The next meeting of the Surrey Police Board will be held on September 27, 2023.

I. ADJOURNMENT

It was

Moved by Avtar Johl
Seconded by James Carwana

That the July 26, 2023 Surrey Police Board Regular meeting
be adjourned.

Carried.

The Surrey Police Board July 26, 2023 regular meeting adjourned at 4:34 PM.

Certified correct:

Marion Chow, Executive Assistant

Brenda Locke, Chair



REGULAR

REPORT DATE: August 8, 2023
BOARD MEETING DATE: September 27, 2023
BOARD REPORT # 2023-R009

TO: Surrey Police Board

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: Surrey Crime Severity Index

RECOMMENDATION

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

BACKGROUND

The Crime Severity Index (CSI)¹ monitors the severity level of police-reported crime. The CSI measures the overall seriousness of crime from one year to the next by tracking both the prevalence of crime within a community, and the seriousness of the crimes committed. This provides a better understanding of the impact that crime has on individual community members, their families, and the community as a whole.²

The Canadian Centre for Justice and Community Safety Statistics (CCJCSS), in co-operation with the policing community, collects police-reported crime statistics through the Uniform Crime Reporting Survey (UCR). The UCR Survey was designed to measure the incidence of crime in Canadian society and its characteristics.

The traditional crime rate is heavily influenced by fluctuations in high-volume, less serious offences. This is because each offence reported by police, regardless of its seriousness, carries exactly the same weight in calculating the crime rate. To calculate the actual Crime Severity Index, the number of police-reported incidents for each offence is multiplied by the weight for that offence. All weighted offences are then added together and divided by the corresponding population total. To do this, each type of offence is assigned a seriousness "weight". The weights are derived from actual sentences handed down by courts in all provinces and territories. More serious crimes are assigned higher weights, less serious offences lower weights.

The Crime Severity Index helps answer such questions as: is the crime coming to the attention of police more or less serious than before; and, is police-reported crime in a given city or province more or less serious than in Canada overall?³

¹ [Crime severity index and weighted clearance rates, police services in British Columbia \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/25-224-x/2019001/article/00001-eng.htm)

² [Crime Severity Index | Canadian Index of Wellbeing | University of Waterloo \(uwaterloo.ca\)](https://www150.statcan.gc.ca/n1/pub/25-224-x/2019001/article/00001-eng.htm)

³ [Measuring Crime in Canada: Introducing the Crime Severity Index and Improvements to the Uniform Crime Reporting Survey \(publicsafety.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/25-224-x/2019001/article/00001-eng.htm)

DISCUSSION

The table below provides a CSI comparison for several local jurisdictions, and the province as a whole. After several years of decreasing CSI statistics, Surrey's CSI has increased by 8.71 percent since last reported in 2021. This number is not consistent across the region.

City	2020	2021	2022
Surrey	95.01	90.92	98.84
% Change	-8.65	-4.3	+8.71
Delta	56.92	60.03	59.98
% Change	-11.81	+5.46	-0.08
New Westminster	82.57	92.39	84.73
% Change	-9.77	+11.89	-8.29
Vancouver	104.37	92.42	91.99
% Change	-5.45	-11.45	-0.47
British Columbia	97.41	96.89	100.37
% Change	-6.59	-0.53	+3.59

Numerous factors can affect the CSI. For example, Surrey's population grew by 9.7% to 568,322 in 2021 from 517,887 in 2016. Residual and rebounding impacts of economic conditions and the COVID-19 pandemic may also have an impact on crime rates.

The CSI is a useful metric that should be taken into consideration, among other factors, for budget and planning purposes.

CONCLUSION

The above matters are provided for the Board's awareness and information.



Norm Lipinski, OOM, LLB, MBA
Chief Constable



REGULAR

REPORT DATE: September 18, 2023
BOARD MEETING DATE: September 27, 2023
BOARD REPORT # 2023-R010

TO: Surrey Police Board

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: New BC Provincial Policing Standards on Responses to Sexual Assault

RECOMMENDATION

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

BACKGROUND

On July 25th, the Board received a letter from the Director of Police Services (Appendix I), notifying the Board of new BC Provincial Policing Standards (BCPPS) on police response to sexual assault. These new standards will come into effect on July 5, 2024. Advance notice was provided to allow sufficient time for implementation by police agencies. The letter reads, in part:

“The Standards include requirements to ensure that police responses to sexual assault are consistently effective throughout BC. Specifically, when in effect the Standards will:

- Emphasize victim-centred, evidence-based approaches in police interactions with victims, including trauma informed practices and cultural safety;
- Require procedures on investigations of reported sexual assault, including initial response to the victim and intake, jurisdictional issues, investigative steps and supervision, victim interviews, safety planning, documented communication with the victim, and documentation on the file;

Ensure police promote access to services and supports for victims and that police collaborate with other sectors, including in relation to third party reports, coordination with victim services (and community-based victim services where they exist), promoting and coordinating access to medical care and Sexual Assault Forensic Examination (SAFE), and

- Require case reviews which are to occur periodically and the finding of which are to be provided for the Police Board and used to inform policies.”

DISCUSSION

SPS acknowledges the new BCPPS on police response to reports of sexual assaults and their intention of providing maximized care, effectiveness, and responsiveness to the diverse needs of victims.

SPS was involved in the development of the new BCPPS by having dedicated subject matter experts participate on the committee that was tasked with providing insight and expertise into the establishment of new standards. Consequently, SPS has developed policies to ensure consistency in advancing equitable and unbiased policing as well as to ensure victim centred, culturally appropriate and trauma informed practices to respond to unique needs of vulnerable clients.

To ensure effective response to, and quality investigations into reports of sexual assaults, SPS has developed Operational Policy (OP) 4.34.10 Sex Offences. This policy is supported in its principle to promote best practices in this area by additional policies such as OP 4.52.1 Vulnerable Persons – Trauma Informed Practices, OP 6.1.3 Equity, Diversity, Inclusion and Human Rights, OP 4.52.4 Vulnerable Persons – Victims of Crime, OP 4.30.4 Statements – Victims and Witnesses, and OP 4.52.3 Vulnerable Persons – Sex Workers.

To ensure our compliance with the new BCPPS, SPS has conducted a review and analysis of our existing policies, training, and resources to assess our current position, and to identify and assess any gaps with the new BCPPS (Appendix I). Work is underway to address any gaps identified and strengthen SPS current practices, where required.

CONCLUSION

The above matters are provided for the Board's awareness and information. Updates on progress will be provided to the Board.



Norm Lipinski, OOM, LLB, MBA
Chief Constable

Appendix I – Letter from Director of Police Services, New BC Provincial Policing Standards on Responses to Sexual Assault

Appendix II - BC Provincial Policing Standards Section 5.4 Specialized Investigations – Sexual Assaults Review and Analysis



July 25, 2023

Ref: 655008

Chairs of Municipal Police Boards
 Chair, SCBCTA Police Services Board
 Chair, Stl'atl'imx Tribal Police Services Board
 Chief Constables of Municipal Police Departments
 Chief Officer, Metro Vancouver Transit Police Service
 Chief Officer, Stl'atl'imx Tribal Police Service
 Deputy Commissioner, Commanding Officer, RCMP "E" Division

Dear Sirs/Madams:

Re: New BC Provincial Policing Standards on Responses to Sexual Assault

I am writing to let you know you that new *BC Provincial Policing Standards* (Standards) on police response to sexual assault were approved by the Minister of Public Safety and Solicitor General on July 5, 2023. The Standards will come into effect in 12 months, on July 5, 2024 so as to allow the time necessary for implementation. A set of guiding principles also provide context for the Standards. Both are enclosed for your convenience, and all Standards approved to date are posted on the government website (<https://www2.gov.bc.ca/gov/content/justice/criminal-justice/policing-in-bc/policing-standards>).

The Standards include requirements to ensure that police responses to sexual assault are consistently effective throughout BC. Specifically, when in effect the Standards will:

- Emphasize victim-centred, evidence-based approaches in police interactions with victims, including trauma informed practices and cultural safety;
- Require procedures on investigations of reported sexual assault, including initial response to the victim and intake, jurisdictional issues, investigative steps and supervision, victim interviews, safety planning, documented communication with the victim, and documentation on the file;

.../2

- Ensure police promote access to services and supports for victims and that police collaborate with other sectors, including in relation to third party reports, coordination with victim services (and community-based victim services where they exist), promoting and coordinating access to medical care and Sexual Assault Forensic Examination (SAFE), and
- Require case reviews which are to occur periodically and the finding of which are to be provided for the Police Board and used to inform policies.

As you know, these standards were developed with significant engagement with partners and stakeholders throughout the process, including community-based organizations, service providers representing a diversity of interests, as well as a working group consisting of police subject matter experts from municipal police departments and RCMP 'E' Division. Their expertise was invaluable, and I would like to take the opportunity to thank you for your police agency's participation in the process.

My office will also continue to focus on training that should be provincially required for police officers in relation to police responses to sexual assault. This work will occur with the participation of partners and stakeholders.

Further, and as you may also be aware, the development of a Gender Based Violence Action Plan for BC is underway. My office will ensure ongoing alignment of these Standards with the outcomes of these initiatives.

If you have any questions about these standards, please contact Lucie Vallieres, Senior Program Manager, who can be reached at lucie.vallieres@gov.bc.ca.

Thank you in advance for your attention to these matters.

Regards,



Glen Lewis
A/Assistant Deputy Minister
And Director of Police Services
Policing and Security Branch

Enclosures: Approved BC Provincial Policing Standards 5.4
 Principles for BC Provincial Policing Standards 5.4

BC Provincial Policing Standards Section 5.4 Specialized Investigations – Sexual Assaults *Review and Analysis*

Note: text in blue indicates identification of a gap to be addressed or improvement to be made.

<p>Subject 5.4.1 Policy Direction</p>	<p>SPS policies OP 4.34.10 Sexual Offences, OP 4.52.1 Vulnerable People – Trauma Informed Practices, OP 4.52.4 Vulnerable Persons – Victims of Crime, OP 4.52.2 Vulnerable Persons – Third – Party Reporting, and Administrative Policy (AD) 1.6 Policy Development emphasize victim-centred, evidence-based approaches in police interactions with victims, including trauma informed practices and cultural safety.</p> <p>Furthermore, SPS ensures all sworn officers have completed the Provincially Approved Trauma-Informed Practice (TIP) Foundations Online Course for Justice, Public Safety, and Anti-Violence Community Sectors in British Columbia as well as Fair and Impartial Policing.</p> <p>Regarding responsiveness to the unique needs of Indigenous individuals, SPS offers Circle of Understanding training which supports engagement with Indigenous communities and emphasizes history and healing, in the context of police response involving Indigenous clients. SPS is also developing Indigenous Cultural Safety training in collaboration with the BC First Nations Justice Council.</p>
<p>Subject 5.4.2 Intake and Investigations</p>	<p>SPS Policies OP 4.34.10 Sexual Offences, OP 6.1.1 Victim Services, OP 4.52.2 Vulnerable Persons – Third-Party Reporting, OP 4.17 Intimate Partner Violence, OP 4.34.8 Major Case Management, OP 4.19.1 Duty to Warn – Public Interest Notification, AD 9.8 Public Information and Communications, Vulnerable Persons – Trauma Informed Practices, AD 9.12 PRIME – BC, AD 9.16 – ViCLAS, OP 8.6 Report to Crown Counsel, OP 4.52.7 Vulnerable Persons – Crimes Against Children, OP 4.51.3 Protection and Removal of a Child and AD 1.6 Policy Development ensure effective investigations into reports of sexual assaults.</p> <p>SPS has developed non-commissioned officer training (NCO) offered through the Canadian Police Knowledge Network (CPKN) which is mandatory for all NCOs (and acting NCOs) which emphasizes the monitoring and review of sex-related offence</p>

	<p>investigations, paying particular attention to the application of trauma informed principles.</p> <p><i>Regarding written procedures to ensure adequate direction on situations where a sexual assault occurred in another policing jurisdiction, SPS will make amendments to OP 4.34.10 Sexual Offences. In the interim, OP 4.52. 3 Vulnerable Persons – Sex Workers provides guidance in addressing jurisdictional issues when a sex worker is the reportee of an incident of violence.</i></p> <p><i>Regarding enhanced supervision and investigative oversight, including specific direction and documentation of supervisory operational decisions, SPS will develop a supervisor’s guide inclusive of a check sheet to guide the review of investigations into sex related offences.</i></p> <p><i>SPS will amend policy OP 4.34.10 Sexual Offences to provide clear direction regarding the requirement that investigators document steps taken to ensure the victim’s physical safety.</i></p>
<p>Subject 5.4.3 Coordination with Other Sectors</p>	<p>To ensure SPS promotes access to services and supports for victims and for collaborative efforts with other sectors and justice partners, SPS has developed the following policies: OP 4.34.10 Sexual Offences, OP 5.1.3 Exhibits Requiring Forensic Examination, and OP 4.52.5 Vulnerable Persons – Third Party Reporting.</p> <p><i>Regarding the Sexual Assault Forensic Examination (SAFE) process, SPS will amend the language in policy OP 4.34.10 Sexual Offences to ensure consistency with the BCPPS. The policy currently refers to the SAFE as the Forensic Nurse Examiner (FNE) examination.</i></p> <p><i>SPS will also amend policy OP 4.52.2 Vulnerable Persons – Third-Party Reporting to provide guidance to investigators in situations where there is a Third-Party Report, and the victim has accessed a SAFE.</i></p>
<p>Subject 5.4.4 Victim Interviews</p>	<p>To ensure Trauma-Informed Practice (TIP) and victim centred interview techniques are used during the interview process in sexual assault investigations, SPS has developed the following policies: OP 4.30.1 Interviewing Statements – Children, 4.30.3.1 Statements – Adult Suspects, OP 4.30.3.2 Statements – Youth Suspects, OP 4.30.4 Statements – Victims and Witnesses, OP</p>

	<p>4.34.10 Sexual Offences, OP 4.30.5 Use of Interpreters, OP 4.52.1 Vulnerable Persons – Trauma Informed Practices, and Translators and OP 8.5 Notebooks.</p> <p>SPS’s NCO training offered via CPKN offers additional training to NCOs and acting NCOs on conducting trauma-informed victim interviews. This training incorporates <i>Successful Trauma Informed Victim Interviewing</i> guidelines developed by the International Association of Chiefs of Police.</p> <p>Trauma-Informed Practice (TIP) Foundations Online Course for Justice, Public Safety, and Anti-Violence Community Sectors in British Columbia offered by SPS through CPKN recognizes that the brain reacts in different ways to a traumatic event and thoughts and memories can be affected. As such, the course offers modules <i>Trauma and the Brain</i> and <i>Preventing and Reducing Re-Traumatization</i>.</p> <p>SPS is currently developing an Investigator Development Program which includes enhanced interviewing training. <i>SPS will ensure that there is a particular focus added to victim interviews to ensure subject matter expertise in the area as well as to ensure continued compliance with the BCPPS.</i></p> <p><i>SPS will amend policy OP 4.30.4 Statements – Victims and Witnesses to provide more comprehensive guidance to investigators in the area of supportive accompaniments related to police interviews with victims.</i></p>
Subject 5.4.5 Case Reviews	<p><i>SPS will establish a process and selection criteria for bi-annual reviews of files which fall under the criteria as specified by the BCPPS.</i></p> <p><i>SPS will also develop a process and accompanying written procedures (business rules) regarding case reviews of concluded sexual assault investigations. The process will include a creation of a case review team or committee consisting of individuals with varied and pertinent subject matter expertise.</i></p>



REGULAR

REPORT DATE: September 14, 2023

BOARD MEETING DATE: September 27, 2023

BOARD REPORT # 2023-FIN009

TO: Surrey Police Board

FROM: Finance Committee

FILE: 60540-20-04

SUBJECT: Financial Update – Year-To-Date Expenditures (August 31, 2023)

RECOMMENDATION

The Finance Committee recommends the Surrey Police Board receive this report for information.

PURPOSE

This report presents a summary of 2023 year-to-date expenditures incurred for the period ended August 31, 2023.

BACKGROUND

The City’s proposed five-year (2023 – 2027) operating budget for police services is summarized in the following table (in thousands):

	2023	2024	2025	2026	2027
SUMMARY	BUDGET	PLAN	PLAN	PLAN	PLAN
City Police Support Service	\$115,989	\$ 27,407	\$ 30,176	\$ 32,204	\$ 34,341
RCMP Contract	165,225	186,235	197,986	209,237	220,365
Surrey Police Service	48,751	-	-	-	-
TOTAL	\$329,965	\$213,642	\$228,162	\$241,441	\$254,706

Discussions with the City on SPS’s 2023 budget allocation have occurred subsequent to the Province’s direction on the police transition. The City has indicated that SPS has an authorized budget of \$48.75M for 2023.

DISCUSSION

SPS Operations

As of August 31, 2023, year-to-date expenditures (operating and capital) totalled \$45.52M, presented below:

Year-to-Date Expenditures Summary

As of August 31, 2023

	YTD ACTUAL
<i>SPS Operations</i>	
Board Remunerations	62,514
Salaries and Benefits	40,524,982
Other Expenditures	2,430,223
Total SPS Operations	\$ 43,017,719
Capital Expenditures	\$ 2,506,732
TOTAL SPS EXPENDITURES	\$ 45,524,451

Year-to-date, SPS expended \$63K for board remuneration, \$40.52M for employee salaries and benefits, \$2.51M on capital expenditures, and \$2.43M on other operating expenditures. (Appendix I provides a breakdown of expenditures by Bureau.)

We currently have 382 active employees (332 sworn members, 38 regular/permanent civilians, and 12 temporary civilians). Of these employees, 23 were assigned to temporary positions in recruiting, security clearance, auxiliary/on-call staff for backfill, and various other roles as part of the policing transition and establishing SPS; their salaries and benefits are allocated to the One-time Policing Transition Project fund.

SPS Operations include salaries and benefits of \$40.52M, for 359 employees (318 sworn members and 41 civilians) engaged in policing and day-to-day business operating activities.

Other operating expenditures of \$2.43M included \$198K for training courses and seminars; \$546K paid to JIBC for recruit training; \$219K of electronic communications-related expenses; \$159K of travel expenses; \$30K of memberships and professional dues; \$68K for lease and rentals; \$203K for supplies and materials; \$15K for publications and reference materials; \$992K for outsourced services.

One-Time Policing Transition Project (City of Surrey budget)

For awareness, the one-time policing transition project expenditures are reported below:

One-Time Policing Transition Fund Summary

As of AUGUST 31, 2023

	TOTAL FUND AVAILABLE	YTD ACTUAL EXPENSES	REMAINING FUND BALANCE
	2023	2023	2023
Project Summary			
One-Time Policing Transition**	\$ 24,383,185	\$ 5,431,800	\$ 18,951,385

** Total fund available in 2023 includes \$19.383M carried forward from prior years.

Appendix II presents the details of the policing transition project costs related to establishing SPS based on our last financial projection (prepared on June 10, 2023). Year-to-date expenditures as of August 31, 2023, totalled \$5.43M of \$24.38M available; details of significance are presented below:

- Recruitment, Assessment, and Training expenses include costs incurred to support the recruiting surge for SPS, security clearances, testing and assessment of candidates, and training of new hires; year-to-date expenditures totalled \$1.84M (52% of the projected amount for 2023).
- Human Resources expenses include personnel in various temporary roles (auxiliary staff) and HR consultant(s) to support establishing SPS; year-to-date expenditures totalled \$358K (26% of the projected amount for 2023).
- Communications and Marketing expenditures include consultants managing public relations and brand development expenses to support the establishment of SPS; year-to-date expenditures totalled \$121K (59% of the projected amount for 2023).
- Financial Services expenses include outsourced financial service consultants and personnel to support setting up SPSs' finance and payroll systems and databases; year-to-date expenditures totalled \$29K (20% of the projected amount for 2023).
- Legal expenditures are specialized legal services for matters related to collective bargaining, human resources, trademarks, and other establishment legal costs; also included is the cost of in-house counsel seconded from the City. The year-to-date expenditures totalled \$171K (61% of the projected amount for 2023).
- Information Technology Systems and Capital costs include IT operating systems setup, external consultants for project management, building our technology infrastructure (data centre, dispatch systems, administrative systems), and the procurement of related assets; year-to-date expenditures totalled \$1.81M (29% of the projected amount for 2023).
- Armoury, Outfit, and Other Equipment Capital costs are related to firearms, uniforms, personal issue kits, and other specialty equipment for policing; year-to-date expenditures totalled \$956K (51% of the projected amount for 2023).
- Fleet Conversion, Capital, and Other Infrastructure expenditures include expenses to convert the incoming fleet of RCMP vehicles, initial SPS vehicles ordered in 2021, and temporary personnel costs allocated by the City to support building SPS's infrastructure; year-to-date expenditures totalled \$147K (66% of the projected amount for 2023).

CONCLUSION

Expenditures to date supporting SPS's operations and the One-time Policing Transition Project have been trending low due to reduced activities as we waited for a decision/direction on the police transition.



Avtar Johl
Chair, Finance Committee

APPENDIX I

**Surrey Police Service
Year-to-Date Expenditures - AUGUST 31, 2023**

	YTD ACTUAL
<i>Surrey Police Board</i>	
Board Remunerations	62,514
Salaries and Benefits	205,492
Other Expenditures	42,911
Surrey Police Board	\$ 310,917
 <i>Office of the Chief Constable</i>	
Salaries and Benefits	1,837,548
Other Expenditures	79,330
Office of the Chief Constable	\$ 1,916,878
 <i>Community Policing Bureau</i>	
Salaries and Benefits	26,129,316
Lower Mainland Integrated Teams	-
Other Expenditures	191,000
Community Policing Bureau	\$ 26,320,316
 <i>Investigative Services Bureau</i>	
Salaries and Benefits	2,246,568
Other Expenditures	30,989
Investigative Services Bureau	\$ 2,277,557
 <i>Support Services Bureau</i>	
Salaries and Benefits	10,106,058
Other Expenditures	2,085,993
Support Services Bureau	\$ 12,192,051
Total Operation Expenditures	\$ 43,017,719
Capital Expenditures	\$ 2,506,732
TOTAL SPS EXPENDITURES	\$ 45,524,451

One-Time Policing Transition Fund

As of August 31, 2023

(Forecasted June 10, 2023)

	2020 - 2022 Expenditures	Aug YTD Expenditures	2023 Projection	% Spent	2024 Projection	2025 Projection	Total Forecasted Transition Project Cost
Recruitment, Assessment, and Training	\$ 5,834,920	\$ 1,842,313	\$ 3,576,032	52%	\$ 2,540,442	\$ 1,607,975	\$ 13,559,369
Human Resources	1,587,861	358,069	1,395,360	26%	1,306,133	-	4,289,354
Communications and Marketing	918,518	121,375	205,500	59%	205,500	169,500	1,499,018
Financial Services	701,474	29,345	144,345	20%	190,000	-	1,035,819
Legal	1,067,615	170,940	280,104	61%	294,109	-	1,641,828
Strategy and Policy	782,059	-	-	-	-	-	782,059
Information Technology Systems and Capital	17,854,328	1,807,049	6,178,102	29%	8,438,800	-	32,471,230
Armory, Outfit and Other Equipment Capital	3,561,458	956,059	1,857,423	51%	-	-	5,418,881
Fleet Conversion, Capital, and Other Infrastructure	1,474,767	146,650	223,604	66%	750,000	-	2,448,371
Facilities Improvement and Outfitting	517,815	-	-	-	-	-	517,815
Total Expenditures:	\$ 34,300,815	\$ 5,431,800	\$ 13,860,470	39%	\$ 13,724,984	\$ 1,777,475	\$ 63,663,744
Prior Year Fund Carry Forward:	\$ -	\$ 19,383,185	\$ 19,383,185		\$ 10,522,715	\$ 1,797,731	\$ -
Budget Allocation:	53,684,000	5,000,000	5,000,000		5,000,000	-	63,684,000
Accumulated Fund Balance (Carry Forward):	\$ 19,383,185	\$ 18,951,385	\$ 10,522,715		\$ 1,797,731	\$ 20,256	\$ 20,256 *

* \$20,256 overall contingency/unallocated