

RE: CRIMINAL DOCUMENT SERVICE
BURNABY DETACHMENT RCMP

MUNICIPAL MANAGER'S RECOMMENDATION:

1. THAT the recommendation of the Director Administrative & Community Services be adopted.

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1984 September 06

TO: MUNICIPAL MANAGER
FROM: DIRECTOR ADMINISTRATIVE & COMMUNITY SERVICES
RE: CRIMINAL DOCUMENT SERVICE
BURNABY DETACHMENT RCMP

RECOMMENDATION:

1. THAT a copy of this report be sent to the UBCM and to Mayor J.E. Loucks, Chairman of the GVRD Executive Committee.

R E P O R T

Included in the statistics set out below are the figures for document service during the months of July and August. This now represents four months of experience with the added responsibility and no increased manpower resources.

To our knowledge, there has been no further resolution of the issue at the political level.

While there appears to be a developing picture of the costs involved it is my opinion and that of the Officer in Charge of the Detachment that another four to eight weeks of data would be useful prior to any firm conclusions being drawn. In the meantime, it should not be forgotten that there are, on balance, lower levels of policing available in the community, despite increasing population and crime levels.

	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>
1. Number of documents delivered to the Police Dept. for serving.	313	524	404	406	372
2. Number of documents accepted for service by the Dept.	326	520	404	406	530
3. Number actually served during month.	563	520	370	400	332
4. Number of individual visits necessary to complete or attempt service (average).	1	1	2	2 or 3	3

CON'T. CRIMINAL DOCUMENT SERVICES

1984 SEPTEMBER 06

	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG.</u>
5. Number of documents unserved at month end.	50	4	38	44	198
6. Car mileage incurred during attempted or successful service.	-	1750	2000	2000	1600
	(no stats kept)				
7. Police manhours spent on document service calls.	352	336	352	352	288
8. Time spent in office-related record keeping of document handling.					
by Police Officers	5 h/day	63 h/mon.	66 h/mon.	66 h/mon.	66 h/mon.
by Clerical Staff	1 h/day	21 h/mon.	21 h/mon.	22 h/mon.	22 h/mon.

The following is a breakdown of police costs to serve criminal documents during July and August:

	<u>JULY</u>	<u>AUG.</u>
- Cost of police to serve documents	\$ 5762.24	\$ 4714.56
- Cost of police to handle documents	1080.42	1080.42
- Cost of Municipal clerical staff	225.50	225.50
- Police car mileage 2000 x .40¢	800.00	600.00
	<u>7868.16</u>	<u>6620.48</u>

Comments:

Summer holidays continue to hamper our efforts to serve Criminal Documents; what we would usually accomplish in the first visit took us an average of three visits altogether. It does not appear that our costs will change significantly in the future.

J. E. Fleming
 J. E. FLEMING
 DIRECTOR