

TO: HIS WORSHIP, THE MAYOR AND COUNCILLORS

1995 JULY 26

FROM: COMMUNITY POLICING COMMITTEE

OUR FILE: 17.317

SUBJECT: COMMUNITY POLICE STATION PILOT PROJECT

PURPOSE: To request Council's approval for the establishment of a pilot community police station in the Lougheed Town Centre area or other district as designated by the Community Policing Committee of Council.

RECOMMENDATION:

1. THAT Council authorize the expenditure of \$25,000 from the Capital Contingency and \$5,300 to be provided for in the 1996 Recast Budget for the establishment of a pilot community police station in the Lougheed Town Centre area.

REPORT

1.0 BACKGROUND

Burnaby's experience with Community Policing began when the City was chosen by national RCMP headquarters to pilot a new approach to the RCMP's delivery of police services. Community Policing was officially launched in Burnaby in January 1995 after months of planning and internal reorganization within the Burnaby detachment of the RCMP.

Building on the Community Policing slogan, "Partners for a Safe Community," citizens' advisory committees or community consultative groups were established in each of the City's four Community Policing districts. Those groups, involving approximately one hundred volunteers, have been working with the district commanders and neighbourhood liaison officers to help publicize the shift to Community Policing, and to begin to analyze and seek solutions to crime concerns in their areas. Public education on crime and prevention of crime through information dissemination and the development of community crime prevention programs are possible future activities of the community consultative groups.

The solidification of the police-community partnership through the eventual establishment of community police stations has been a core expectation of the public since Burnaby shifted to Community Policing. As such, the Community Policing Advisory Council (CPAC) in the Lougheed District has researched potential station locations and opportunities for corporate partnerships. In 1996 May, the Lougheed District CPAC presented a proposal to the RCMP and the Community Policing Committee of Council for the establishment of a community police station in the Lougheed Mall.

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- DEP. CITY MGR.-CORP. SERV.
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After considerable discussion involving representatives of the Lougheed CPAC, City staff and the Community Policing Committee, an agreement was reached to recommend to Council the establishment of a pilot project station at Lougheed Mall. The pilot station would commence operations in October 1996 for a one year period, with an evaluation being completed before the end of 1997.

This report provides details about the proposed pilot community police station.

2.0 LOUGHEED AREA PILOT STATION

a. Function/Activities

The pilot community police station proposed for the Lougheed Mall would operate as a full-service police station, as well as a community crime prevention office. As such, the public could visit the station to report crimes, make complaints and obtain any other service provided at RCMP detachment headquarters. At the station, the public could also obtain information about crime and crime prevention programs and volunteer for Community Policing activities. The District Commander and four Neighbourhood Constables in the district would use the station as their "home base" and could be available, from time to time, as back up to talk with the public. While the hours of operation would ultimately depend on the resources available, the preference would be to operate the station during shopping centre hours as follows:

- ▶ Mondays and Tuesdays - 10:00 a.m. - 6:00 p.m.
- ▶ Wednesdays to Fridays - 10:00 a.m. - 9:00 p.m.
- ▶ Saturdays - 9:30 a.m. - 5:30 p.m.

b. Staffing

In order to provide service during shopping centre hours, the pilot station would be staffed by two City employees currently providing services at the Burnaby detachment. (The existing duties of those staff persons would be assumed by other existing RCMP-based City employees.) Although the station would not enjoy a full-time police officer presence, it would, as noted above, serve as the office for the District Commander and the operational base for the district constables. These officers currently operate out of a non-store-front office in Lougheed Mall.

c. Timeline

It is expected that the station would be operational by October 1, 1996. After one year of operation, the pilot would be evaluated, with the evaluation completed before the end of 1997.

d. Resource Requirements

The management of Lougheed Mall has offered the RCMP and CPAC 2,600 square feet of space in the Professional Office Wing of the mall for a five year period. The space is offered at \$1/year for the first two years, with the rent costs increasing progressively in years 3, 4, and 5 with the addition of taxes and a square footage fee.

The station would be minimally equipped during the pilot period, with workstations for the full-time City employees and the District Commander, and a desk/table for volunteers. As outlined below, the estimated cost to equip the office space and operate the community police station for three months in 1996 would be about \$30,300. Of the \$30,300, \$25,000 represents one-time capital start-up costs and \$5,300 represents operating costs. As noted above, costs to staff the station would be absorbed by the RCMP. Based on an estimate of \$1,780/month for operating costs, the cost to operate the station for a one year period from October 1, 1996 to September 30, 1997, exclusive of start-up costs, would be about \$21,300. The operating funds for 1996 would be provided for in the 1996 Recast Budget, while the operating funds for 1997 would be included in the 1997 Provisional Operating Budget.

The following table outlines the estimated one-time start-up costs and estimated operating costs for the pilot station for the three months of October, November and December 1996, and for the first nine months of 1997.

Item	Description	Budget	1996 3 months	1997 9 months	Total Pilot 12 months
One Time Costs					
Capital Start Up Costs	Telephone and alarm installation, office equipment, etc.	\$25,000	\$25,000	\$0	\$25,000
Renovations	Renovations of space for police requirements to be paid for by Lougheed Mall	\$15,000	\$0	\$0	\$0
Subtotals:			\$25,000	\$0	\$25,000
Ongoing Costs					
Staff	Existing RCMP-based City employees to be relocated; no new costs.	\$0	\$0	\$0	\$0
Operating Costs	Rent, janitorial, utilities, etc.	\$1,776 per month	\$5,328	\$15,984	\$21,312
Subtotals:			\$5,328	\$15,984	\$21,312
TOTALS:			\$30,328	\$15,984	\$46,312

3.0 CONCLUSION

The Community Policing Committee recommends that Council approve the expenditure of \$25,000 from Capital Contingency for start-up costs and \$5,300 to be provided for in the 1996 Recast Budget for operations in 1996 to establish a pilot community police station. Operating funds of \$16,000 for 1997 would be included in the 1997 Provisional Operating Budget.

As a pilot project, the community police station would test a number of outstanding questions about community-based police stations in general. The experiment would assist in determining the advisability of locating community police stations in shopping malls, and the optimum City employee/police officer/volunteer ratio for operating a community-based station. The pilot station would be evaluated before the end of 1997. At that time, decisions could be made regarding the desirability of continuing to operate the station, replicating the model in other districts in the future, or modifying either the model or the entire approach to the provision of community-based police services. Based on the evaluation, recommendations for future funding could come forward to Council by the end of 1997.

Respectfully Submitted,

Councillor D. Evans, Chair

Councillor J. Young, Vice Chair

JS/db

cc: City Manager
Deputy City Manager - Corporate Services
Deputy City Manager - Labour Relations
Director Finance
OIC - RCMP