

CITY OF BURNABY

COMMUNITY POLICING COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

RE: 2005 B.C. CRIME PREVENTION ASSOCIATION TRAINING SYMPOSIUM

RECOMMENDATIONS:

1. **THAT** Council be requested to provide support in principle for the B.C. Crime Prevention Association's intention to hold its 2005 training symposium in Burnaby.
2. **THAT** a copy of this report be forwarded to the B.C. Crime Prevention Association.

R E P O R T

The Community Policing Committee, at the Open meeting held on 2004 March 11, received and adopted the *attached* report outlining the schedule for the B.C. Crime Prevention Association annual training symposium in 2005 in Burnaby.

Respectfully submitted,

Councillor D. Evans
Chair

Councillor C. Jordan
Vice Chair

Councillor P. Calendino
Member

COPY - CITY MANAGER - DEPUTY CITY MANAGER - DIRECTOR PLANNING & BUILDING - DIRECTOR FINANCE - OIC, RCMP

TO: COMMUNITY POLICING COMMITTEE 2004 March 04
FROM: DIRECTOR PLANNING AND BUILDING FILE: PL 2410-20
OFFICER-IN-CHARGE, BURNABY RCMP
SUBJECT: 2005 B.C. CRIME PREVENTION ASSOCIATION TRAINING SYMPOSIUM
PURPOSE: To inform the Committee and Council that the B.C. Crime Prevention Association has scheduled its annual training symposium in 2005 in Burnaby.

RECOMMENDATIONS:

1. **THAT** Council be requested to provide support in principle for the B.C. Crime Prevention Association's intention to hold its 2005 training symposium in Burnaby.
2. **THAT** a copy of this report be forwarded to the B.C. Crime Prevention Association.

REPORT

1.0 BACKGROUND

At its meeting of 2003 October 9, the Community Policing Committee requested staff to investigate the possibility of Burnaby hosting a future training symposium of the British Columbia Crime Prevention Association (BCCPA). The annual symposium is targeted primarily at citizen volunteers with crime prevention programs, but draws police, business and government representatives as well. It attracts in excess of 500 participants annually. The symposium is held in a different community in British Columbia each year; the 2003 event was held in Kelowna, and the 2004 event is scheduled for Surrey. The symposium has never been held in Burnaby.

At its meeting of 2003 November 13, the Committee considered an information report on Burnaby's possible sponsorship of the 2005 BCCPA Symposium. The report outlined the two primary determinants of location for the symposium: 1) the availability of local volunteer representatives to serve on a planning and organizing committee, and to carry out tasks at the actual event, and 2) the availability of a hotel with meeting capacity for the event. Staff were directed to explore possible hotel arrangements, while the Committee members who are chairs of the four Community Policing Advisory Councils (CPAC) agreed to explore the volunteer commitment with their CPACs and other Community Police Office volunteers. Both agreed to report back to the Committee with further information.

This report provides information on the results of those explorations.

2.0 SYMPOSIUM 2005 IN BURNABY

2.1 Requirements for Volunteers

Beginning twelve to eighteen months before the symposium, volunteers from the host community are expected to begin participating in planning for the event. Two or three volunteers are required to serve on a planning and organizing committee to:

- assist with identifying a theme for the symposium and appropriate potential speakers;
- identify contacts in the community who could assist with fundraising for the event¹; and
- assist with organizing a “trade fair” for the symposium.

Closer to and during the event, approximately twelve volunteers are required to:

- assist with transporting out-of-town symposium participants from the airport to the hotel and back; and
- undertake “on-the-floor” tasks at the event such as posting signage, taking registrations, and distributing and gathering evaluation forms.

The Chairs from the four CPACs have discussed the volunteer requirements with their Advisory Council members, and are confident that volunteers will be available. As well, the Burnaby RCMP has committed to assuming a lead role in planning the event, and has designated an officer to serve as Burnaby’s liaison with the BCCPA. The officer will also serve as one of the volunteers on the planning and organizing committee, and will be able to draw on volunteers from a number of RCMP-based programs for the actual event.

2.2 Hotel Capacity

Given space requirements for the training symposium, the Hilton Hotel in Metrotown is the only Burnaby hotel with the capacity to accommodate the event. A banquet room which can seat 500+ people, as well as six break-out rooms for workshops are required.

¹ The symposium is funded primarily through registration fees, grants from the Province, and corporate donations.

With direction from the Community Policing Committee, the Burnaby RCMP and BCCPA representatives have explored the suitability of the Hilton Hotel in Metrotown for the event. The hotel is able to accommodate the event from 2005 September 22 to 24, and has offered very reasonable rates in order to bring the symposium to Burnaby. At its meeting of 2004 February 19, the Board of the BCCPA agreed to hold the 2005 symposium in Burnaby from 2005 September 22 to 24. On the same weekend, the annual Police Officer/Peace Officer Memorial Service, which honours police officers, prison guards, auxiliary constables and other peace officers who have lost their lives while on duty, is scheduled for Swangard Stadium. The two events are viewed as complementary, as they will draw on some of the same participants.

2.3 City of Burnaby Role

Representatives of the BCCPA have advised that it is not customary for communities to “sponsor” the annual event, and that there is no expectation that the host community contribute financially to the symposium. In the past, however, some host communities have agreed to sponsor a refreshment break or a luncheon at the symposium. In the near future, the Burnaby 2005 Symposium Planning Committee will be developing a fundraising strategy, which will outline funding requirements and potential sources of revenue for the event. Should the strategy identify any potential minor financial role for the City, a staff report on the matter will be forwarded to the Committee and Council.

As noted above, the Burnaby RCMP is committed to taking a lead role in planning the event. As staff resource to the Community Policing Committee, City staff may be asked to assist with some details, but will not assume responsibility for organizing or facilitating the event. It is customary that the Mayor or his designate provide opening and/or closing remarks at the symposium, and the Burnaby 2005 Symposium Planning Committee is likely to make that request.

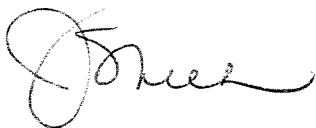
3.0 SUMMARY AND CONCLUSIONS

The British Columbia Crime Prevention Association has decided to hold its annual training symposium in Burnaby in September 2005. It is the first time that the event, which is scheduled for 2005 September 22 to 24, will have been held in Burnaby. The dates for the symposium coincide with the annual Police Officer/Peace Officer Memorial Service, which is also scheduled for Burnaby in 2005. The BCCPA training symposium will be held at the Hilton Hotel in Metrotown. The advantages to the community of the symposium being held in Burnaby are a heightened profile, some degree of economic spin-off, and an opportunity

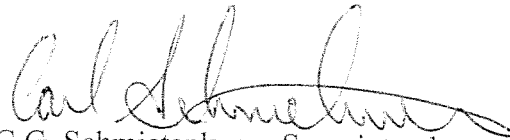
for more Burnaby citizens to attend the training symposium due to its proximity. As well, the BCCPA typically provides the host community with a small legacy (e.g., funds, equipment) intended to enhance local crime prevention initiatives.

The Burnaby RCMP will take a lead role in planning the event with the BCCPA. Volunteers will be drawn from a variety of RCMP community programs, and from the four Community Policing Advisory Councils and the Community Police Office volunteer rosters. There is no obligation that the City contribute financially to the event, and City staff will have minimal involvement in planning and organizing. That being said, it is customary for the Mayor of the host community to make opening and/or closing remarks at the symposium. As well, the as-yet undeveloped fundraising strategy for the event will be undertaken by the Symposium Planning Committee. Should there be a potential minor role for the City in this regard, a staff report will be forwarded to the Community Policing Committee and Council for consideration and approval.

It is recommended that Council be requested to provide support in principle for the BCCPA's intention to hold its 2005 training symposium in Burnaby. It is further recommended that a copy of this report be forwarded to the BCCPA.



J.S. Belhouse, Director
PLANNING AND BUILDING



C.G. Schmietenkop, Superintendent
BURNABY RCMP

JS/sla/sa

cc: City Manager
Deputy City Manager
Director Finance

