




To: General Purposes Committee **Date:** August 16, 2018
From: Cecilia Achiam, **File:** 09-5350-01/2018-Vol
 General Manager, Community Safety 01
Re: **Temporary Funding for the Enhanced City Centre Community Police Office**


Staff Recommendation

That:

1. Council approve the Enhanced City Centre Community Police Office project in the amount of \$5.1 million, to be funded from the Capital Building and Infrastructure Reserve as outlined in the staff report titled "Temporary Funding for the Enhanced City Centre Community Police Office" from the General Manager, Community Safety, dated August 16, 2018;
2. the future repayment of the \$5.1 million and interest to the Capital Building and Infrastructure Reserve be funded from the voluntary developer amenity contributions and received from the developer of RZ 15-692485, at 7960 Alderbridge Way and 5333, 5411 No. 3 Road (South Street Development); and
3. the Consolidated 5-Year Financial Plan (2018–2022) be amended accordingly.


 Cecilia Achiam,
 General Manager, Community Safety
 (604-276-4122)

Att: 1

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Project Development	<input checked="" type="checkbox"/>
Development Applications	<input checked="" type="checkbox"/>
Finance	<input checked="" type="checkbox"/>
Facility Services	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CJ
APPROVED BY CAO 	

Staff Report

Origin

At the Closed Council meeting on April 9, 2018, Council endorsed 6931 Granville Avenue (CH West), with an associated space of approximately 10,000 square feet, as the new location for the Enhanced City Centre Community Police Office (CPO). At the same meeting, Council authorized that the project be funded from the voluntary developer amenity contribution of rezoning application RZ 15-692485 (South Street Development) in the amount of \$5.1 million. A public announcement of the City Centre CPO enhancements and relocation was made on April 24, 2018.

The purpose of this report is to provide an overview of the expanded police services and to seek temporary funding for the construction and renovation of the City-owned building, at 6931 Granville Avenue.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

1.1. Policy and service models that reflect Richmond-specific needs.

1.2. Program and service enhancements that improve community safety services in the City.

1.3. Improved perception of Richmond as a safe community.

Background

In November 2011¹, Council approved a pilot program to locate a Community Police Office (CPO) in the City Centre. The chosen site at the time was 5671 No. 3 Road, at the intersection of No. 3 Road and Lansdowne Road.

In September 2014², Council approved the CPO to continue as an on-going program to be temporarily located at the No. 3 Road location on a month-to-month lease. It was outlined in the September 2014 report that:

"...should the current site become subject to a redevelopment proposal staff will bring forward a report to Committee with recommendations regarding alternative City Centre Community Police Office locations."

The building and adjacent properties are now under a rezoning application (RZ 17-779262). The land that the CPO is located on is under contract to be sold. The tenancy of the current CPO at 5671 No. 3 Road will expire in June 2019.

¹ REDMS 3376028 – Police Presence in the Downtown Core, November 1, 2011

² REDMS 4280550 – Police Presence in the Downtown Core, September 25, 2014

Analysis

Current Service Level of the City Centre CPO

There are currently, on average, six full-time uniformed General Duty members and seven full-time uniformed Bike Unit (Bike) members assigned to the City Centre area (Zone 3). Their primary role is to conduct active patrols and provide call response. The CPO, at its current location, lacks health and occupational facilities such as lockers, showers, and change rooms due to insufficient space. Office space is also limited thereby minimizing the service hours of General Duty and Bike members within the City Centre area.

Crime prevention programs are managed by a full-time municipal coordinator. Since 2011, the City Centre CPO has attracted 95 active volunteers and provides more than 12 crime prevention programs.³ In 2017, the City Centre CPO had a total of 5,811 volunteer hours.

Enhancement of the City Centre CPO

Given that the current City Centre CPO (5671 No. 3 Road) is to be sold; it became necessary to relocate the CPO to continue to provide services in the growing City Centre area. The objective of the City Centre CPO enhancement is to provide expanded police services within the existing complement. An overview of the service enhancements of the City Centre CPO includes:

- providing a convenient City Centre location for the public to access services (e.g. criminal record checks for employment/volunteer applications);
- enabling full-time deployment of the police Bike Unit and General Duty Patrol within the City Centre;
- serving as a secondary policing hub to conduct investigations and interview witnesses; and
- serving as a secondary storage location for police/emergency equipment for rapid response.

Attachment 1 further outlines the Council endorsed service enhancements of the City Centre CPO and the associated outcomes.

To achieve the level of service identified, the total space required is approximately 10,000 square feet (sf). Table 1 below outlines the spatial requirements to deliver the enhanced services.

Table 1: Spatial Requirements for the enhancements of the City Centre CPO

	Enhanced CPO Space Features	Estimated Space Requirement
Police Operations Enhancements	<ul style="list-style-type: none"> • Secured secondary entrance • Workstation and offices for Bike Unit and 	

³ Examples of these programs include Lock Out Auto Crime, Speed Watch, Stolen Auto Recovery, Pedestrian Safety, Volunteer Foot Patrol, Van Patrol, Volunteer Bike Patrol, Business Link, Adopt a Street, Crime Watch, Block Watch, Project Swoop and Distracted Drivers.

	Enhanced CPO Space Features	Estimated Space Requirement
Police Operations Enhancements	General Duty Patrol <ul style="list-style-type: none"> • Meeting/briefing room • Showers and lockers • Interview rooms • Police exhibits and equipment storage 	Approximately 7,500 sf
Public Engagement Enhancements	<ul style="list-style-type: none"> • Improved front counter • Fingerprinting service • Dedicated work space for volunteers • Flex meeting rooms • Storage for crime prevention programs • Crime prevention program office space 	Approximately 2,500 sf

Location for the Enhanced City Centre CPO

The size and location of 6931 Granville Avenue (CH West) best meets the criteria for enhanced CPO services and the deployment of police units within the City Centre. The zoning of the parcel permits this use and the building is currently vacant. A feasibility study of CH West confirmed that the building’s footprint can accommodate the gradient security zones required for police operations.

The funding of this project was approved by Council to be sourced from the voluntary developer amenity contributions from the rezoning application RZ 15-692485. In order to adopt the rezoning bylaw, the developer must provide the required amenity contribution, which is currently sitting in third reading. The adoption of the rezoning application will likely take place between October and November of 2018. The funds will be received in the spring of 2019.

Due to the timing of the receipt of funds and the need to have CH West operational prior to the expiration of the lease at 5671 No. 3 Road in June 2019, staff seek Council approval in this report to utilize \$5.1 million from the Capital Building and Infrastructure Reserve, as a temporary funding source, for the construction and renovation of the enhanced City Centre CPO at 6931 Granville Avenue.

Currently, space design and general contractor selection are underway. Construction is anticipated to begin in the first quarter of 2019 and the final move-in and occupancy is anticipated by the third quarter of 2019. During the transition period, there will be no disruption of police services at the 5671 No. 3 Road City Centre CPO – volunteers, Bike Unit and General Duty will remain active.

Financial Impact

The construction and renovation of the Enhanced City Centre Community Police Office project is estimated to have a cost impact of \$5.1 million. Staff recommend that the capital cost of this project be funded temporarily from the Capital Building and Infrastructure Reserve so that tendering of general contractors and construction could proceed.

The future repayment of the \$5.1 million and interest to the Capital Building and Infrastructure Reserve will be funded from the voluntary developer amenity contributions and received from the developer of RZ 15-692485, at 7960 Alderbridge Way and 5333, 5411 No. 3 Road (South Street Development).

The Operating Budget Impact is estimated to be an additional \$89,834.90 for repairs, preventative maintenance, janitorial and utilities. Staff will submit an additional level request for consideration as part of the 2019 budget process.

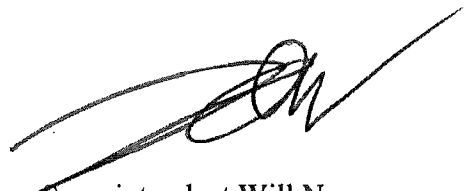
Conclusion

The enhanced CPO services will enable full-time deployment of General Duty Patrol and a Bike Unit in the City Centre (where members would start and end their shifts). The enhanced City Centre CPO will also have the ability to process low risk persons and provide criminal record checks/fingerprinting services for the public as well as secondary storage for emergency police equipment. The benefits of the enhanced City Centre CPO are: faster response times; increased police presence; proactive targeting of crime hot spots; efficient deployment of resources; reduced travel times; increased preparedness for emergencies and increased active duty time for front-line officers.

To avoid potential delays, this report seeks Council approval to utilize \$5.1 million from the Capital Building and Infrastructure Reserve, as a temporary funding source, for the construction and renovation of the CH West at 6931 Granville Avenue.



Douglas Liu
Manager, Business and Operational Analysis
Community Safety Division



Superintendent Will Ng
Officer in Charge
Richmond RCMP

Att 1: Summary of City Centre CPO Enhancements and Outcomes

Summary of City Centre CPO Enhancements and Outcomes

Enhancement	Current City Centre CPO	Enhanced City Centre CPO	Outcomes
<p>Citizen fingerprint service and criminal record checks for employment / volunteer applications</p>	<p>Not available.</p> <p>Citizens have to travel to the main detachment on No. 5 Road for fingerprinting service.</p>	<p>Citizens will be able to obtain fingerprint service at City Centre CPO and at the main detachment on No. 5 Road. City Centre CPO is the preferred location because it is convenient for the public due to public transit.</p> <p>This service enhancement is for the residents of Richmond. The City Centre CPO can potentially process 125 to 150 individuals per week for security clearances.</p>	<p>Improved Accessibility and Customer Service</p>
<p>Full-time deployment of the Bike Unit</p>	<p>Bikes Unit members are transported to/from main detachment for deployment daily.</p>	<p>The Bike Unit and General Duty patrol will be stationed and deployed from the City Centre CPO.</p>	<p>Faster response time</p> <p>Increased police presence</p>
<p>Full-time deployment of the City Centre General Duty Patrol</p>	<p>General Duty patrol is deployed from the main detachment.</p>	<p>They will start and end their shift in the City Centre. Daily briefings will be conducted by video conferencing with the main detachment.</p>	<p>Proactively target crime hot spots</p>
<p>More flexible work space to maximize policing work that can be completed on location</p>	<p>All persons are transported back to the main detachment for processing.</p> <p>These persons are generally processed and then released</p>	<p>The City Centre CPO would have secured zones that allows for processing low risk persons (e.g. shop lifting, vandalism) - fingerprint, interview and paperwork only.</p> <p>The main detachment at No. 5 Road will remain the location for any temporary holdings of detainees.</p>	<p>Efficient deployment and utilization of resources</p> <p>Reduced travel times</p> <p>Increased active duty time</p>

Enhancement	Current City Centre CPO	Enhanced City Centre CPO	Outcomes
Serve as a secondary location to conduct witness statements and interviews	All witness interviews are conducted at the main detachment.	The City Centre CPO would be a secondary location to conduct witness statements and interviews.	Improved accessibility Reduced travel time Timely investigations
Provide secure storage for police equipment for deployment in the City Centre	All emergency and specialty police equipment are stored at the main detachment.	The City Centre CPO would store emergency police equipment (i.e. rations, blankets) and tactical gear (i.e. shotguns, carbines, hard body armor) for immediate emergency response.	Faster response to emergency incidents throughout the City Improved public and officer safety Emergency readiness in the City Centre