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CITY OF VANCOUVER

ADMINISTRATIVE REPORT

Date: July 14, 2006
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CC File No.: 07-3000-20
Meeting Date: July 18, 2006

TO: Vancouver City Council
FROM: Chief Constable
SUBJECT: Staffing at the VanJail

RECOMMENDATION

That Council approve an increase to the Vancouver Police Department's authorised sworn strength by 9 police officers and 41 civilian positions (as outlined in Table 1) at an annual cost of \$3,024,500 (prorated 2006 costs \$2,268,400); funding for 2006 available within the Vancouver Police Department's Operating Budget and the balance for 2007 to be added to the Vancouver Police Department's Operating Budget without offset.

All Civilian positions will be subject to Human Resources classification review.

CHIEF CONSTABLE'S COMMENTS

This report summarizes the staffing impact of the transition of the VanJail from Corrections to the Vancouver Police Department. As result of the transition the authorised sworn officer strength of the VPD is increased by 9 positions (8 constables, 1 administrative sergeant). Additionally 1 administrative support position and 40 civilian guards as well as 25 auxiliary guards will operate the jail within the proposed operating model, presented to Council in July 2005.

COUNCIL POLICY

City Council approves all regular full-time staff positions

PURPOSE

The purpose of this report is to update Council regarding the negotiations with the Province on the transition of the VanJail from the Ministry of Public Safety and Solicitor General, Corrections Branch ("Corrections") to the Vancouver Police Department and for Council to approve an increase the Department's authorised strength and civilian positions arising from these negotiations.

BACKGROUND

In 1996, the Ministry of Attorney General and the City of Vancouver entered into a partnership ("Project 222/Vancouver Jail Agreement"), to move the Vancouver City Jail to a new provincial facility with BC Corrections Branch. The project had tangible benefits for all parties, with the primary benefit being a better level of service to the justice system and the community.

Since the Vancouver Jail opened in 1999, several changes occurred which impacted negatively on the agreement. These changes had significant impact on the operation and efficiency of the jail and it became apparent that both parties were not satisfied with the contractual arrangement.

In April 2005, the Ministry of Solicitor General provided VPD with a "draft" notification of the intention to terminate the Vancouver Jail Agreement (VJA) as specified within the VJA.

In May 2005, a working group was developed from VPD, Corrections, and Sheriffs to report back to the stakeholders a number of options for the transition of the jail from Corrections to the VPD and Sheriffs.

On July 21, 2005, Council authorised the City Manager and Chief Constable, in consultation with Director of Legal Services to complete and execute an agreement with the Province, amending the Vancouver Jail Agreement, as outlined the report "Amendments to the Vancouver Jail Agreement" (RTS#5340).

Negotiations with the Province (Ministry of Public Safety and Solicitor General - Corrections, and Ministry of Attorney General - Court Services) were completed on February 1, 2006. The transition to the VPD began on April 17, 2006 and as of July 1, 2006 the VanJail is now fully operated by the VPD.

DISCUSSION

Since July 2005, VPD staff have been working towards the integration of the Jail into VPD operations, including staffing requirements, facility requirements and improvements and other operational needs.

Under the original proposed operating model presented to Council, VPD estimated that a total of 64.94 FTEs would have been required to administer and staff the jail at an estimated annual cost of \$4,370,364. After further analysis, this estimate has been revised to the current proposed model of 54 FTEs, as outlined below, which incorporates the introduction of

eight constable positions, in place of adding a second sergeant per shift, without a material financial implication. The introduction of the constables to the jail will provide the jail with the needed staff to maintain the Officer in Charge position without drawing replacements from the Patrol Division. In addition, the constables provide the needed police officer powers and experience in the important task of "intake assessment" on every prisoner - including young persons - as well as performing other statutory required duties.

Table 1 - Staffing Estimates for the Vancouver Jail

<i>Position Classification</i>	<i>Existing Positions</i>	<i>Additional Positions</i>	<i>Proposed Staffing</i>
Administrative Sergeant		1.0	1.0
Sergeants	4.0		4.0
Constable		8.0	8.0
Total Sworn	4.0	9.0	13.0
Guard Supervisors		4.0	4.0
Guard Records		4.0	4.0
Guards		32.0	32.0
Administrative Assistant		1.0	1.0
Total Civilian	0.0	41.0	41.0
Total Positions	4.0	50.0	54.0

In addition to the 54 FTE positions, there is a requirement for an additional 25 auxiliary guard staff to provide relief for regular staff absences as well as to augment jail strength for special events, at an estimated annual cost of \$536,600 . This estimate was built into the proposed model and is the equivalent of 5.31 FTE's, bringing the total jail complement to 59.31 FTEs, which is a reduction from the 64.94 FTEs proposed in July 2005.

In the July 15, 2005 report, mention was made of two additional positions to "enhance administration", that would be reported separately to Council as part of the 2006 Operating Budget process. These positions were not adopted and no additional staffing requests are contemplated at this time.

FINANCIAL IMPLICATIONS

The following table summarises the on-going financial impact to the VPD, relating to the staffing at the jail.

Table 2 - Financial Estimates for Staffing the Vancouver Jail

<u>Position Classification</u>	<u>Pay Band</u>	<u>FTE</u>	<u>Annual Salary & FB</u>
Administrative Sergeant		1.0	\$108,910
Constable		8.0	\$726,040
Total Sworn		9.0	\$834,950
Guard Supervisors	GR-119	4.0	\$282,060
Guard Records	GR-116	4.0	\$222,400
Guards	GR-115	32.0	\$1,633,130
Administrative Assistant	GR-017	1.0	\$51,960
Total Civilian		41.0	\$2,189,550
Total Incremental Full Time Positions		50.0	\$3,024,500
Auxiliary Guards		5.3	\$536,600
Total Incremental Funding		55.3	\$3,561,100
Existing Sergeants Funding		4.0	\$435,650
Total Jail Salary Funding		59.3	\$3,996,750
Original Funding Estimate			\$4,370,364
Projected Salary Savings			\$373,614

This increases the Department's authorised sworn strength from 1205 to 1214.

Incremental funding for the transition of the jail, including staffing, was provided for as part of the VPD 2006 Operating Budget and therefore approval of this report will have no incremental impact in 2006.

The projected salary savings will be used to fund certain uniform, equipment and related start-up items that were not included in the original budget but have been found to be necessary for the safety of the staff and the proper and efficient operation of the jail.

CONCLUSION

Staffing of the VanJail is projected to be 54 permanent positions, including four existing sergeant positions. Of the new positions to be created, 9 are sworn officers, as well as 1

civilian administrative support and 40 civilian custodial positions. The authorised sworn strength of the VPD will increase from the current 1205 officers to 1214 as a result of the transition of the VanJail to the VPD.

In addition to the permanent civilian staff, 25 auxiliary guards will provide relief and supplement staffing needs.

The total staffing budget for the VanJail, based on 59.31 FTE's is \$3,996,750 and is within the estimates previously approved by Council in July 2005.

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