



# SURREY POLICE BOARD

## ADMINISTRATOR

### Regular Meeting Agenda

Venue: Virtual  
Date: November 27, 2024  
Time: 12:00 PM

---

ITEM	PRESENTER
<b>A. CALL TO ORDER</b>	Mike Serr
The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.	
<b>B. ADOPTIONS</b>	
1. Adoption of the Agenda – November 27, 2024	Mike Serr
2. Adoption of Minutes – October 29, 2024	Mike Serr
<b>C. PRESENTATIONS/DELEGATIONS</b>	
1. <b>Presentations</b>	
a. Police of Jurisdiction Implementation (Presentation)	Chief Lipinski
2. <b>No Delegation Requests</b>	
<b>D. REPORTS</b>	
<b>CHIEF CONSTABLE REPORTS</b>	
1. <b>Lease Agreements with City of Surrey</b> Report 2024-R018 – For Decision	Chief Lipinski
2. <b>2024 Strategic Plan Outcomes</b> Report 2024-R019 – For Information (Presentation)	Chief Lipinski
3. <b>Financial Update - Year to Date Expenditures – October 31, 2024</b> Report 2024-R020 – For Information (Presentation)	Chief Lipinski Nathan Wong
<b>E. INFORMATION</b>	
No information.	

**F. CORRESPONDENCE**

No correspondence.

**G. NEW BUSINESS**

No new business.

**H. NEXT MEETING**

Mike Serr

The next meeting of the Surrey Police Board to be determined.

**I. MOTION TO HOLD A MEETING IN A CLOSED SESSION**

Mike Serr

It is in order for the Board to pass a motion to close the meeting to the public pursuant to Section 69 (2) (c), and (d) of the *Police Act*, which states:

(2) if it believes that any of the following matters will arise in a meeting or hearing held by it, a board or committee may order that the portion of the meeting during which the matter will arise be held in private:

- (c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter;
- (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

**J. ADJOURNMENT**

Mike Serr



# SURREY POLICE BOARD

## Regular Meeting Minutes

Venue: Virtual  
Date: October 29, 2024  
Time: 1:00 PM

---

### **Present:**

Mike Serr, Administrator

### **Guests:**

Curt Griffiths  
Stephanie Johnston  
Eli Sopow

### **Staff Present:**

Norm Lipinski, Chief Constable  
Mike LeSage, Deputy Chief  
Todd Matsumoto, Deputy Chief  
Cliff Chastellaine, Supt.  
Allison Good, Supt.  
Darin Sheppard, Inspector  
Sukh Sidhu, Inspector  
Melissa Granum, Executive Director  
Marion Chow, Executive Assistant  
Gayle Wlasiuk, Executive Services Manager  
Nathan Wong, Director, Finance

---

The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.

### **A. CALL TO ORDER**

The October 29, 2024, Regular Board meeting was called to order at 1:00 PM.

Mike Serr, Board Administrator advised that comments can be received during the livestream and any questions asked will be responded to at the end of the meeting.

The Board Administrator also acknowledged the incredible amount of work that has been done by the SPS team in the last several months to move the transition forward for the POJ date of November 29.

### **B. ADOPTIONS**

1. Adoption of the Agenda – October 29, 2024

The agenda for the October 29, 2024 Regular board meeting was approved.

2. Adoption of Minutes – September 18, 2024

The minutes of the September 18, 2024 Regular board meeting were approved.

### **C. PRESENTATIONS/DELEGATIONS**

#### **1. Presentations**

- a. 2024 Surrey Police Service Community Consultation:  
Executive Summary  
Dr. Curt Griffiths and Dr. Stephanie Johnston  
Dr. Eli Sopow  
(Presentation)

Drs. Griffiths, Johnston and Sopow provided the Board with details of the community consultation report prepared for the Surrey Police Service. The information gathered provides a strong foundation moving forward to form the SPS's strategic plan. The interviews conducted with the community stakeholders identified key issues and concerns.

The Board provided their questions and comments to the delegation.

The Board thanked the presenters for attending the meeting and providing the results of the community consultation.

Drs. Griffiths, Johnston and Sopow left the meeting at 2:04 PM.

**2. No Delegation Requests**

**D. REPORTS**

**CHIEF CONSTABLE REPORTS**

**1. Financial Update - Year to Date Expenditures – September 30, 2024**  
Report 2024-R017 – For Information  
(Presentation)

The Director, Finance provided the Board with the year-to-date expenditures for the period ending September 30, 2024.

The Board provided their questions and comments and thanked the Director, Finance for the presentation.

**2. Transition Updates**  
Verbal - For Information

The Chief Constable provided the Board with an update on the policing transition, recruiting and the upcoming public education campaign.

The Board thanked the Chief Constable for the update and commended the SPS team for the work being done in moving this transition forward.

**E. INFORMATION**

No information

**F. CORRESPONDENCE**

No correspondence.

**G. NEW BUSINESS**

No new business.

**H. Questions Received From the Public during the Livestream**

Q: Re: Body Worn Cameras - Do they have to let you know if they are recording you in your policy? And once they are turned on, can they mute or turn it off during their interactions with you, and again, is that in their policy?

Staff provided their comments and answers to the questions.

**I. NEXT MEETING**

The next meeting of the Surrey Police Board is November 27, 2024.

**J. MOTION TO HOLD A MEETING IN A CLOSED SESSION**

It is in order for the Board to pass a motion to close the meeting to the public pursuant to Section 69 (2) (c), and (d) of the *Police Act*, which states:

- (2) if it believes that any of the following matters will arise in a meeting or hearing held by it, a board or committee may order that the portion of the meeting during which the matter will arise be held in private:
  - (c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter;
  - (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

Motion approved.

**K. ADJOURNMENT**

The Surrey Police Board meeting adjourned at 2:14 PM.

Certified correct:

---

Marion Chow, Executive Assistant

---

Mike Serr, Administrator



REGULAR

REPORT DATE: November 21, 2024

BOARD MEETING DATE: November 27, 2024

BOARD REPORT # 2024-R018

TO: **Surrey Police Board**

FROM: **Chief Constable**

FILE: **60550-20-03**

SUBJECT: **Lease Agreements with City of Surrey**

---

## RECOMMENDATION

The Chief Constable recommends the Surrey Police Board (the "Board"):

- A. Receive this report for information;
- B. Authorize SPS senior management to finalize lease agreements on behalf of the Board with the City of Surrey (the "City") for the properties listed in Appendix I to meet SPS's operational requirements; and
- C. Approve the Board executing lease agreements with the City for the City owned properties.

## PURPOSE

This report supports the negotiation and execution of lease agreements between the City and the Board to document SPS's access to and use of City owned facilities for policing and law enforcement purposes.

## BACKGROUND

Pursuant to the *Police Act*, the City has the obligation to:

- (i) provide adequate accommodations to SPS, and
- (ii) pay all costs of policing within the municipality. To meet these obligations, the City is enabling SPS to access certain 3<sup>rd</sup> party properties (which the City leases for police use), and granting SPS access to, and use of, City owned properties (listed in Appendix I) to meet SPS's current and projected future needs.

To document the terms of use with respect to City owned properties, the City has prepared lease agreements which are being finalized between SPS and the City. Each lease commences on the date SPS becomes police of jurisdiction and continues for a period of 10 years (5-year initial term + 5-year renewal term) for a nominal rent. Although the leases are for a fixed term and provide for early termination, those provisions do not alter the City's ongoing obligation to provide adequate accommodations to SPS under the *Police Act*.

The leases contain standard commercial terms regarding the tenant's obligations with respect to maintenance and repair, etc. Recognizing City staff will provide certain maintenance services to SPS facilities and is responsible for the payment of all policing costs, SPS personnel will coordinate performance of lease obligations with the City through the budgeting, administrative and operational processes. The intention is to align and assign responsibilities in a practical and cost-effective manner having regard to turnaround times, expertise, scope of work, financial impacts, agreed protocols, etc.

During the transition period, and as part of their role and function to provide support to SPS, RCMP staff will also have the necessary access to and use of portions of the premises through SPS as established by the multi-party transition plans, protocols and arrangements.

## **CONCLUSION**

The use of these properties as documented in the lease agreements supports SPS operations as police of jurisdiction and provides certainty of facilities to meet SPS's current needs.

A handwritten signature in black ink, appearing to read 'Norm Lipinski', with a stylized flourish at the end.

Norm Lipinski, OOM, LLB, MBA  
Chief Constable

## APPENDIX I

<b>Properties Leased to SPS</b>	
1.	14355 57 Avenue; Lot 2 Section 9 Township 2 NWD Plan LMP21; PID: 017-234-671
2.	14245 56 Avenue; Lot 4 Section 9 Township 2 NWD Plan LMP21; PID: 017-234-701 (that portion known as West Main, South Tower and formerly known as Old City Hall, South Tower)
3.	14245 56 Avenue Lot 4 Section 9 Township 2 NWD Plan LMP21; PID: 017-234-701 (that portion known as West Main, West Wing and formerly known as Old City Hall, West Tower)
4.	14245 56 Avenue; Lot 4 Section 9 Township 2 NWD Plan LMP21; PID: 017-234-701 (that portion known as Headquarters Administration and formerly known as North Annex)
5.	14577 66 Avenue; Lot 14 Section 15 Township 2 NWD Plan 2563; PID: 002-603-535
6.	10720 King George Blvd; Lot 15 Section 23 Block 5 North Range 2 West NWD Plan 14218; PID: 009-937-196
7.	10395 148 Street; Lot 1 Except Part Dedicated Road on Plan BCP11598 Section 30 Block 5 North Range 1 West NWD Plan BCP9392; PID 025-845-985
8.	1815 152 Street; Lot 206 Section 15 Township 1 NWD Plan 58691; PID: 005-679-265
9.	18513 70 Avenue; Lot A (BE166051) Section 16 Township 8 NWD Plan 2661; PID: 017-455-529
10.	10681 135A Street; Lot A (AC294793) Section 22 Block 5 North Range 2 West NWD Plan 9117; PID: 015-224-104.





**REGULAR**

**REPORT DATE:** November 18, 2024  
**BOARD MEETING DATE:** November 27, 2024  
**BOARD REPORT #** 2024-R019

**TO:** Surrey Police Board Administrator

**FROM:** Chief Constable

**FILE:** 60550-20-03

**SUBJECT:** 2024 Strategic Plan Outcomes

---

## **RECOMMENDATION**

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

## **BACKGROUND**

From June to October 2021, SPS undertook extensive Community Consultation to inform the development of SPS's first Strategic Plan (the "Plan"). The Plan outlined three main priorities (Organizational Development, Employee Development and Wellness, and Community Policing Model Development), as well as specific Development Areas and corresponding strategies and actions that support them.

With the uncertainties faced after the 2022 municipal election, SPS prioritized continued Organizational Development, Employee Development and Wellness (including retention strategies) and the development of our Community Policing Model through extensive community engagement and continued consultation as we awaited the announcement of the binding Provincial decision, followed by the outcome of the subsequent Judicial Review.

The Strategic Priorities for 2024 remained consistent with preceding years. SPS is committed to providing regular updates on the progress and actions outlined in the Plan.

## **DISCUSSION**

An exceptional volume of work continues to be conducted by SPS staff, both to support our Strategic Plan goals, and to build the organization toward November 29<sup>th</sup>, 2024, when SPS becomes the Police of Jurisdiction. Following are status updates that highlight the progress that has been made toward the achievement of SPS' strategic goals.

<b>Priority 1: Organizational Development</b>	
<b>Area of Development</b>	<b>Progress Update</b>
<b>Build the Organization</b>	<ul style="list-style-type: none"> <li>• Although SPS was required to impose a hiring freeze for part of 2024, interest and recruitment remained strong.</li> <li>• YTD hires: <ul style="list-style-type: none"> <li>○ Sworn (Experienced) Officers: 89 (totalling 445)</li> <li>○ Recruits: 24</li> <li>○ Pre-recruits (for Jan 2025 JIBC Class): 4</li> <li>○ Net-new Civilians: 22 + 3 Auxiliaries</li> <li>○ 16 active postings anticipated to start employment within 2024</li> </ul> </li> <li>• Civilian Transition is underway and is a collaborative effort between SPS, the City of Surrey and CUPE 402. A consolidated transition of all civilian staff is the most effective approach for all involved. This single transition supports the civilian professionals moving together on November 29<sup>th</sup>, ensuring a smoother experience as they transition to their new employer. This large-scale transition of approximately 450 civilian staff is already underway.</li> </ul>
<b>Financial Accountability</b>	<ul style="list-style-type: none"> <li>• Clear Financial Objectives: SPS has established a sustainable/affordable policing budget that maintains SPS' ability to deliver adequate and effective policing services. A new Advisory Budgetary Committee between the City of Surrey, Surrey Police Board and SPS was recently established to guide the work on the financial plan for the police transition.</li> <li>• Rigorous Financial Controls: As a result of decisions and factors outside of SPS' control, SPS was required to immediately establish independent financial systems and processes in late 2023/early 2024 that were separate from the City of Surrey. As SPS built out processes, financial controls were also implemented, including a validation and assessment phase.</li> <li>• Ongoing Financial Risk Management: Financial risks are assessed each month. Matters of greater significance are flagged to the SPB Finance Committee through the monthly financial reporting process.</li> </ul>
<b>Operational Readiness</b>	<ul style="list-style-type: none"> <li>• 238 operational and administrative policies completed, approved by the police board, and filed with the Director of Police Services.</li> <li>• 15 in progress (not POJ required)</li> <li>• 5 amendments in progress</li> <li>• MOUs signed with all Lower Mainland Integrated Teams (I-teams)</li> </ul>
<b>IT Systems and Technology</b>	<ul style="list-style-type: none"> <li>• Data center build is complete and operational.</li> <li>• PRIME access is established – SPS owns a VJUR and an ORI.</li> <li>• SPS has instituted a state-of-the-art technology platform utilizing modern infrastructure and technology tools that will be expanded with organizational growth. All elements are in place and have been approved for use through Federal authorities.</li> <li>• All core SPS policing systems are in place and/or agreements have been reached to leverage existing systems on an interim basis in</li> </ul>

	<p>order to support both the SPS and RCMP organizations throughout the duration of the transition.</p> <ul style="list-style-type: none"> <li>• The conversion from RCMP is not a 1:1 replacement as technology has evolved and many of the systems currently utilized by the RCMP were custom built for their purposes. The structure of SPS IT will be aligned more so with other regional agencies than with Federal guidelines and structures.</li> <li>• Digital Evidence Management System (DEMS) going live November 29<sup>th</sup>, 2024.</li> <li>• Procurement process underway for Body Worn Camera pilot project<sup>1</sup>.</li> </ul>
--	---

<b>Priority 2: Employee Development and Wellness</b>	
<b>Area of Development</b>	<b>Progress Update</b>
<b>Succession and Leadership Development:</b>	<ul style="list-style-type: none"> <li>• SPS Leadership Development Unit developed and delivered 7 NCO (supervisor) online modules to all newly promoted Sergeants, within their first year in rank. Learnings include policy and supervisor responsibility in several key subjects, with focus on leadership, legal knowledge, NCO role in IIO/OPCC investigations, team development and trauma informed wellness, and NCO operational tabletop scenarios.</li> <li>• SPS has gained access to Open Sesame, a training catalog for civilian employees. 25 selected courses are currently being offered, focused on a variety of skill and competency development, including leadership.</li> </ul>
<b>In-Service Training</b>	<ul style="list-style-type: none"> <li>• FAST Track – a training program newly established by SPS for the first 3 years of service of SPS recruits, aimed to build foundational skills and competencies in investigative techniques, tactical operations and traffic enforcement.</li> <li>• Increment training – 4 days/year, mandatory. Focus on enhancing operational and professional skills.</li> </ul>
<b>Technical Competency Training</b>	<p>The SPS Advanced Skills Program (SPS-ASP) was developed to enhance skills and development. Falling within the SPS-ASP is the Enhanced Investigator Skills Program (EISP) consisting of four levels (100-400), each focusing on a different goal while incorporating the three pillars of risk-effective decision making, trauma-informed practice, and a survivor/client community approach. Major Case Management (MCM) principles are incorporated along with best practices to provide foundational, structured, and progressive educational and training opportunities.</p> <ul style="list-style-type: none"> <li>• EISP Pilot Course delivered October, 2024</li> <li>• EISP Levels 200-400, active</li> <li>• Supervisors to discuss EISP 100-400 program during annual performance evaluation meetings</li> </ul>

<sup>1</sup> Axon was awarded a sole source for 20 Body Worn Cameras to conduct a pilot project due to the integration between Axon and SPS's Digital Evidence Management System. This does not preclude SPS from requesting bids for a Service-wide roll out, depending on the outcome of the pilot project.



<b>Wellness and Resilience Training</b>	<ul style="list-style-type: none"> <li>• Dr. Lisa Kitt - SPS psychological consultant: 400+ hours working with SPS employees YTD.</li> <li>• Employee Services Section (ESS): &gt;1200 employee check-ins YTD.</li> <li>• 17 SPS employees were trained on Reintegration. Reintegration involves carefully planned exposure therapy to prepare officers to return to work safely and successfully after they have been exposed to life-or-death trauma in the course of their duties.</li> <li>• 14 additional sworn and civilian members trained for Critical Incident Aftercare Team. These employees are trained to respond to Critical Incidents and perform peer lead de-fusings. 16 Critical Incident de-fusings have been delivered YTD.</li> <li>• Collaboration with Centre of Excellence for Veterans and First Responders Health, a facility located within Surrey that employs a holistic approach to treating physical and mental health.</li> </ul>
---	---

<b>Priority 3: Community Policing Model Development</b>	
<b>Area of Development</b>	<b>Progress Update</b>
<b>Community Consultation Plan</b>	<ul style="list-style-type: none"> <li>• SPS continues to build on existing relationships identified through ongoing consultation and communication.</li> <li>• Consultations with other partners/organizations identified by SPS are ongoing and include discussions on issues such as policing priorities.</li> </ul>
<b>Indigenous Program</b>	<ul style="list-style-type: none"> <li>• In partnership with the BC First Nations Justice Council, SPS has developed a provincially approved Understanding Indigenous Culture for Better Professional Practices: Policing Sector course.</li> <li>• The Indigenous Engagement Plan incorporates the following 4 pillars: Land Based Indigenous, Urban Indigenous Community, Youth and Justice Initiatives and the implementation of strategies related to MMIWG and reconciliation. Research into the development of this Plan involved consultation with Land based First Nations, Urban First Nations and Surrey Indigenous service providers.</li> <li>• Through a collaboration process, SPS has developed a set of guiding principles which includes cultural awareness training, trauma informed practice, harm reduction and mental wellness.</li> </ul>
<b>Youth Engagement and Programming</b>	<p>Extensive consultation and engagement with community partners: Ministry of Children and Families, Yo Bro/Yo Girl Youth Initiative, Sources, Options, Passion for Youth, Pacific Community Resource Society, CFSEU, Independent Schools, the Surrey School District, Kidstart, City Dream Center, Write to Read (Youth literacy program), Surrey Crime Prevention, the City of Surrey and Canadian Child Protect.</p> <p>Ongoing engagement and connection with thousands of youths and families through participation in activities and events:</p> <ul style="list-style-type: none"> <li>• 1<sup>st</sup> annual Surrey Police Youth Soccer Academy</li> <li>• Blue Eagle Indigenous Youth initiative</li> <li>• City Dream Center Food Security Program</li> <li>• YB/YG after school program</li> </ul>

<p><b>Anti-Gang Programming</b></p>	<ul style="list-style-type: none"> <li>• Slam Jam</li> <li>• Wickfest, all female hockey tournament</li> <li>• Summer programming at rec centers throughout Surrey</li> <li>• Mayor’s Cup Soccer Tournament</li> <li>• Take Your Kid to Work Day</li> <li>• Honouring Indigenous Peoples event at Zajac Ranch</li> <li>• Mackie Place youth basketball</li> <li>• Development of Courage to Care presentation for elementary students</li> <li>• Development of a “soft uniform” for YSU members</li> </ul> <p>Youth Services Unit (YSU) regularly participates in several operational meetings including:</p> <ul style="list-style-type: none"> <li>• South Surrey Community Action Table</li> <li>• Integrated Youth at Risk meeting hosted by MCFD</li> <li>• Surrey Planning Table for at risk youth hosted by PCRS</li> <li>• South Surrey White Rock youth table hosted by Alex House</li> <li>• Restorative Justice Committee of BC</li> <li>• Restorative Justice Association of BC – SPS has representation on the Board</li> </ul> <p>YSU have developed or are currently developing several training initiatives including:</p> <ul style="list-style-type: none"> <li>• ongoing training to new recruits at the JIBC in relation to cultural safety</li> <li>• developed the Canadian Police for Youth Network in collaboration with the Ottawa Police Service, delivering monthly training to police members throughout Canada</li> <li>• developed and delivered culture-based training in collaboration with Indigenous community members</li> <li>• in collaboration with the First Nations Justice Council, currently developing a CPKN program</li> <li>• developed formal training for onboarding future YSU members</li> <li>• trained all Frontline members on services provided for youth and families throughout Surrey</li> <li>• in collaboration with the Community Action Initiative, provided training in relation to substance use and homelessness to front line personnel,</li> <li>• Ongoing development of the SPS Youth Strategy</li> <li>• Ongoing relationship development with the Surrey School District and the School Resource Officer Program</li> </ul> <p>Prevention and intervention programs as well as interdiction and enforcement plans are interconnected, with each supporting the other to create a comprehensive strategy to combat gang activities. Both involve community mobilization, where local citizens, community groups, and agencies, including law enforcement, collaborate to address issues.</p>
-------------------------------------	--

	SPS has deployed three officers with the Surrey RCMP Gang Enforcement Team. These officers are engaged in interdiction and enforcement activities against known gang members and at locations they frequent.
--	--

## CONCLUSION

2024 was a challenging year for SPS as necessary processes were worked through between the province and the City of Surrey to confirm plans for SPS to become the POJ. Despite this, a tremendous amount of work has been accomplished and SPS is well positioned to continue the work required to establish itself as a top-tier police agency and gain the trust of the community.

The 2025 Strategic Plan is currently under development and will include many of the same themes as SPS becomes POJ and leverages new opportunities to connect with the community. The new Strategic Plan will also include the priorities, goals and objectives of the City of Surrey and the Minister of Public Safety and Solicitor General.

SPS is committed to tracking progress and key performance metrics associated with the 2025 Strategic Plan and to report back to the Board on a quarterly basis.

The above matters are for the Board's awareness.



Norm Lipinski, OOM, LLB, MBA  
Chief Constable



REGULAR

REPORT DATE: November 18, 2024  
BOARD MEETING DATE: November 27, 2024  
BOARD REPORT # 2024-R020

TO: Surrey Police Board Administrator

FROM: Chief Constable

FILE: 60550-20-03

SUBJECT: Financial Update – Year-To-Date Expenditures (October 31, 2024)

## RECOMMENDATION

The Chief Constable recommends that the Surrey Police Board (the “Board”) receive this report for information.

## PURPOSE

This report summarizes 2024 year-to-date expenditures incurred up to October 31, 2024.

## BACKGROUND

The 2024 Provisional Budget the Board submitted to the City of Surrey Council for funding approval is summarized below.

### 2024 Surrey Police Service Budget Summary

	Provisional Budget
<b>SPS Operations</b>	
Salaries and Benefits	\$ 102,761,570
Other Operating Expenditures	16,758,285
<b>Total SPS Operations</b>	<b>119,519,855</b>
<b>Equipment/Capital Expenditures</b>	<b>6,636,383</b>
<b>Policing Transition Project Fund*</b>	<b>15,354,815</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 141,511,053</b>

\* In 2020, the City of Surrey ("CoS") committed \$63.68M as a one-time capital project fund for the policing transition. This fund was established to support SPS's initial startup costs and to build the IT infrastructure required by SPS to become the Police of Jurisdiction.



On May 6, 2024, Surrey Council approved a budget of \$221.58M for policing operations to be split between the RCMP and SPS. However, the specific amount/allocation for SPS is not specified.

In collaboration with City staff, SPS's Financial Services Section has developed a new financial forecast as of October, which provides projected total expenditures to the end of the year. The new forecast is used as the reference amount for the forecast vs. actual comparisons for this report.

In addition to funding from the City of Surrey, the Province of BC has provided direct financial support to SPS during the year. As of the date of this report, Provincial grants to SPS totalled \$4.17M (Please refer to Appendix I for more details on funding/revenue sources.)

## DISCUSSION

### SPS Operations

As of October 31, 2024, year-to-date expenditures totalled \$77.11M (approximately 69% of total expenditures forecasted), presented below:

#### 2024 Year-to-Date Expenditures Summary (Forecast vs. Actual)

As of October 31, 2024

	Provisional Budget	2024 Forecast	YTD Actual	2024 Forecast	
				% Spent	Remaining Amounts
SPS Operations					
Salaries and Benefits	\$102,761,570	\$ 85,948,079	\$69,153,283	80%	\$ 16,794,796
Other Expenditures	16,758,285	13,111,771	7,008,898	53%	6,102,873
	119,519,855	99,059,850	76,162,181	77%	22,897,669
Capital Expenditures	6,636,383	6,636,383	1,927,222	29%	4,709,161
Less: Other Funding/Revenues	-	(4,222,513)	(4,212,290)	100%	(10,223)
<b>Total SPS Operations and Capital</b>	<b>126,156,238</b>	<b>101,473,720</b>	<b>73,877,113</b>	<b>73%</b>	<b>27,596,607</b>
<b>One-Time Policing Transition Fund</b>	<b>15,354,815</b>	<b>10,305,206</b>	<b>3,232,285</b>	<b>31%</b>	<b>7,072,921</b>
<b>TOTAL SPS EXPENDITURES</b>	<b>\$141,511,053</b>	<b>\$111,778,926</b>	<b>\$77,109,398</b>	<b>69%</b>	<b>\$ 34,669,528</b>

Year-to-date, SPS has spent \$69.15M on employee salaries and benefits and board remuneration, \$1.93M on capital expenditures, and \$7.01M on other operating expenditures. (Appendix I provides a list of itemized operating and capital expenditures, and Appendix II presents total operating expenditures by Bureau.)

At the end of October, we had 508 active employees: 441 sworn members, 60 regular/permanent civilians, and 7 temporary civilians. The temporary civilians were auxiliary/on-call staff for backfill and various other roles as part of the policing transition; their salaries and benefits are allocated to the One-time Policing Transition Project Fund.

SPS Operations include salaries and benefits of \$69.15M for 501 employees (441 sworn members and 60 civilians) engaged in policing and day-to-day business operations.

### One-Time Policing Transition Project Fund

In 2020, the City of Surrey committed \$63.68M to a one-time capital project fund for the policing transition. This fund was established to support SPS's initial startup costs and to build the IT infrastructure required by SPS to become the Police of Jurisdiction. As of the end of 2023, \$43.38M of the \$63.68M had been used. Our



recent financial forecast projects \$10.31M of expenditures from the transition project fund this year. As of October 31, 2024, year-to-date expenditures from the transition project fund totalled \$3.23M.

**One-Time Policing Transition Fund Summary**

*As of October 31, 2024*

	Forecasted Fund Use 2024	YTD Actual Expenditures 2024	Remaining Amount 2024
<b>Project Summary</b>			
One-Time Policing Transition	\$ 10,305,206	\$ <b>3,232,285</b>	\$ 7,072,921

Appendix III presents the details of the policing transition project costs.

**CONCLUSION**

This report is presented for information.



Norm Lipinski, OOM, LLB, MBA  
Chief Constable

- Appendix I Statement of Revenues and Expenditures – October 31, 2024
- Appendix II Statement of Operating Expenditures by Bureau – October 31, 2024
- Appendix III One-time Policing Transition Project Fund Expenditures – October 31, 2024



## Statement of Revenues and Expenditures

For the period ended October 31, 2024

	<b>Jan 24 - Oct 24</b>
<b>Revenues</b>	
City of Surrey Funding	\$75,113,732.47
Provincial Government Funding	4,165,158.01
Training and Course Fees	3,600.00
Interest Earned	43,531.96
Deferred Revenue/Funding	(1,236,619.50)
<b>Total Revenues</b>	<b>78,089,402.94</b>
<b>Operating Expenditures</b>	
Salaries and Benefits	69,153,282.78
Consultants and Professional Services	2,419,939.68
Justice Institute of BC Recruit Training Fees	872,833.49
Training and Travel	666,173.51
Other/External Police Agency Support	3,146.34
Brand Development and Advertising	194,338.28
Events and Meetings	18,317.58
Facilities Operating Expenses	36,506.30
Leases and Rental	77,695.16
Memberships and Professional Dues	41,055.88
Other Expenditures	588,481.83
Risk Management and Insurance	81,880.00
Repairs and Maintenance	148,271.41
Service Fees	5,412.67
Software and Application Licences	702,839.61
Technology System Levies	38,304.75
Telecommunications/Telephony	399,883.23
Supplies and Materials	713,818.87
<b>Total Operating Expenditures</b>	<b>76,162,181.37</b>
<b>Equipment, Inventory and Capital Expenditures</b>	
IT Hardware/Equipment	503,722.25
Personal Issue Equipment - Policing Gear	285,130.98
Personal Issue Equipment - Uniforms	325,211.95
Specialty Equipment - Operational	96,481.41
Specialty Equipment - Training	100,305.27
Use of Force Equipment - Ammunition	214,240.75
Use of Force Equipment - Firearms	267,971.80
Use of Force Equipment - Non-Lethal	9,112.12
Leasehold Improvements/Renovations	125,045.04
<b>Total Equipment, Inventory and Capital Expenditures</b>	<b>1,927,221.57</b>
<b>Total Expenditures</b>	<b>78,089,402.94</b>
<b>Surplus / (Deficit)</b>	<b>\$-</b>



## Statement of Operating Expenditures by Bureau

For the period ended October 31, 2024

	Police Board	Office of the Chief Constable	Community Policing Bureau	Investigative Services Bureau	Corporate Services Bureau	Jan 24 - Oct 24 Total
<b>Operating Expenditures</b>						
Salaries and Benefits	\$430,376.62	\$2,979,862.41	\$44,460,823.28	\$5,613,700.05	\$15,668,520.42	\$69,153,282.78
Consultants and Professional Services	142,518.55	284,674.28	35,256.71	2,697.55	1,954,792.59	2,419,939.68
Justice Institute of BC Recruit Training Fees	-	-	-	-	872,833.49	872,833.49
Training and Travel	9,627.17	42,026.04	21,931.44	21,843.14	570,745.72	666,173.51
Other/External Police Agency Support	-	-	-	-	3,146.34	3,146.34
Brand Development and Advertising	-	45,124.28	-	-	149,214.00	194,338.28
Events and Meetings	129.58	10,724.53	489.93	686.24	6,287.30	18,317.58
Facilities Operating Expenses	-	-	-	-	36,506.30	36,506.30
Leases and Rental	-	-	10.00	10.00	77,675.16	77,695.16
Memberships and Professional Dues	2,132.82	15,061.49	5,473.62	7,416.58	10,971.37	41,055.88
Other Expenditures	20.00	927.84	543.30	93.00	586,897.69	588,481.83
Risk Management and Insurance	-	-	-	-	81,880.00	81,880.00
Repairs and Maintenance	-	1,409.23	29,849.96	5,167.25	111,844.97	148,271.41
Service Fees	194.47	1,290.01	-	-	3,928.19	5,412.67
Software and Application Licences	-	6,262.66	-	-	696,576.95	702,839.61
Technology System Levies	-	-	-	-	38,304.75	38,304.75
Telecommunications/Telephony	365.94	12,623.21	88,043.37	6,598.69	292,252.02	399,883.23
Supplies and Materials	2,364.24	66,934.83	109,850.91	7,629.44	527,039.45	713,818.87
<b>Total Operating Expenditures</b>	<b>\$587,729.39</b>	<b>\$3,466,920.81</b>	<b>\$44,752,272.52</b>	<b>\$5,665,841.94</b>	<b>\$21,689,416.71</b>	<b>\$76,162,181.37</b>

## Appendix III

### One-Time Policing Transition Fund

As of October 31, 2024

	2020 - 2023 Expenditures	2024 YTD Expenditures	2024 Forecast	% Spent
Recruitment, Assessment, and Training	\$ 8,649,594	\$ 105,656	\$ 127,802	83%
Human Resources	2,194,521	389,428	493,689	79%
Communications and Marketing	1,122,113	118,380	155,488	76%
Financial Services	730,819	92,055	115,525	80%
Legal	1,364,780	27,092	44,702	61%
Strategy and Policy	782,059	-	-	-
Information Technology Systems and Capital	21,326,146	1,610,768	8,204,992	20%
Armory, Outfit and Other Equipment Capital	4,786,189	356,018	399,890	89%
Fleet Conversion, Capital, and Other Infrastructure	1,904,758	532,888	763,118	70%
Facilities Improvement and Outfitting	517,815	-	-	-
<b>Total Expenditures:</b>	<b>\$ 43,378,794</b>	<b>\$ 3,232,285</b>	<b>\$ 10,305,206</b>	<b>31%</b>

- Recruitment, Assessment, and Training expenses include costs incurred to support the recruiting surge for SPS, security clearances, candidate testing and assessment, and new hire training.
- Human Resources expenses include personnel in various temporary roles (auxiliary staff) and HR consultant(s) to support establishing SPS.
- Communications and Marketing expenditures include consultants managing public relations and brand development expenses to support the establishment of SPS.
- Financial Services expenses include outsourced financial service consultants and personnel to support setting up SPS's finance and payroll systems and databases.
- Legal expenditures are specialized legal services for matters related to collective bargaining, human resources, trademarks, and other establishment legal costs.
- Strategy and Policy expenditures were for initiatives during the earlier stages of the transition and special projects to determine POJ requirements.
- Information Technology Systems and Capital costs include setting up IT operating systems, hiring external consultants for project management, building our technology infrastructure (data centre, dispatch systems, administrative systems), and procuring related assets.
- Armoury, Outfit, and Other Equipment Capital costs are related to firearms, uniforms, personal issue kits, and other specialty equipment for policing.
- Fleet Conversion, Capital, and Other Infrastructure expenditures include expenses to convert the incoming fleet of RCMP vehicles, initial SPS vehicles ordered in 2021, and temporary personnel costs allocated by the City to support building SPS's infrastructure.
- Facilities Improvement and Outfitting expenditures include retrofit and furniture costs for SPS to occupy facilities owned or leased by the City of Surrey.