



# EDMONTON POLICE SERVICE



## REPORT TO THE EDMONTON POLICE COMMISSION

**DATE:** 2012-May-2

**SUBJECT:** Monthly Report for the Period Ending March 31, 2012

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### RECOMMENDATION:

That the monthly report for the period ending March 31, 2012 be received for information.

### INTRODUCTION:

This report provides current and projected year end financial performance information for the Edmonton Police Service (EPS) for the period ending March 31, 2012.

### COMMENTS / DISCUSSION:

#### **Results**

The results for the period ending March 31, 2012 indicate a net surplus position of \$1.5 million or 2.4% mainly due to an under spend in non-personnel costs (\$1.3 million), an under spend in personnel costs (\$0.1 million) and a surplus in revenue (\$0.1 million).

The main cause of the under budget position in non-personnel costs is due to the timing of equipment purchases, specialized training, investigative projects and other contract work. It is expected that these budgets will be fully utilized during the year.

The variance in personnel costs is primarily due to secondment vacancies.

#### **Budget Approval**

On April 18, 2012 City Council approved a budget increase of \$1.8 million for the Edmonton Police Service (\$2.6 million in expenses offset by \$0.8 million in revenue). This change will be reflected in the April financial report.

**CONCLUSION:**

Based on the results to the end of March, a lower than anticipated provincial grant payment, and the explanations attached, the year end forecast indicates that EPS will be over budget by \$0.7 million.

**ADDITIONAL INFORMATION ATTACHED:**

**Attachments**

**Operating:**

- I Budget Variance by Major Category of Revenue & Expenditures
- II Overtime by Bureau

**Capital:**

- III Capital Budget Performance
- IV Contracts

Written by: Robert DAVIDSON, Director, Finance Division



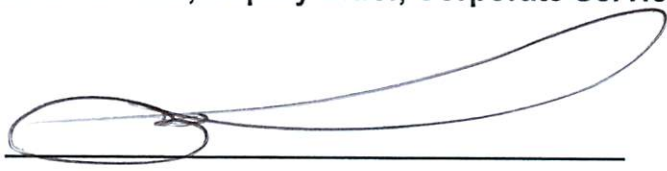
Reviewed by: Peter NORTH, Executive Director, Finance Division

Approved by: <sup>FOR</sup> David KOROL, Deputy Chief, Corporate Services Bureau

<sup>ACTING/DEPUTY/CHIEF EASTWOOD</sup>



Chief of Police: \_\_\_\_\_



Date: 2012-05-10

**Edmonton Police Service**  
**Budget Variance by Major Category of Revenues & Expenditures**  
**For the Period Ending March 31, 2012**  
**(\$000's)**

	Current Period				2011 Year to Date				2012 Year to Date				Year End Forecast			
	Budget	Actual	Var	%	Budget	Actual	Var	%	Budget	Actual	Var	%	Budget	Projected	Var	%
<b>Revenue</b>																
Traffic Safety Act (Note 1)	\$ 1 084	\$ 1 372	\$ 288	26.6%	\$ 2 736	\$ 2 680	\$ (56)	-2.0%	\$ 2 904	\$ 3 636	\$ 732	25.2%	\$ 12 908	\$ 12 908	\$ -	0.0%
Transfer to COE General Revenues	-	(288)	(288)		-	-	-		-	(732)	(732)		-	-	-	
Provincial Grants (Note 2)	5 225	5 225	-	0.0%	5 189	5 189	-	0.0%	5 225	5 225	-	0.0%	23 492	23 019	(473)	-2.0%
Other (Note 3)	2 973	3 078	105	3.5%	7 110	6 544	(566)	-8.0%	6 782	6 858	76	1.1%	23 603	22 676	(927)	-3.9%
<b>Total Revenue</b>	<b>9 282</b>	<b>9 387</b>	<b>105</b>	<b>1.1%</b>	<b>15 035</b>	<b>14 413</b>	<b>(622)</b>	<b>-4.1%</b>	<b>14 911</b>	<b>14 987</b>	<b>76</b>	<b>0.5%</b>	<b>60 003</b>	<b>58 603</b>	<b>(1 400)</b>	<b>-2.3%</b>
<b>Expenditures</b>																
<b>Personnel</b>																
Salary and benefits (Note 4)	19 757	19 834	(77)	-0.4%	59 463	58 717	746	1.3%	60 580	60 391	189	0.3%	245 229	244 776	453	0.2%
EPS Overtime (Note 5a)	687	684	3	0.4%	1 748	1 795	(47)	-2.7%	1 947	2 018	(71)	-3.6%	8 953	9 407	(454)	-5.1%
External Overtime (Note 5b)	38	36	-	0.0%	75	130	(55)	-73.3%	108	94	14	13.0%	432	363	69	16.0%
	<b>20 480</b>	<b>20 554</b>	<b>(74)</b>	<b>-0.4%</b>	<b>61 286</b>	<b>60 642</b>	<b>644</b>	<b>1.1%</b>	<b>62 635</b>	<b>62 503</b>	<b>132</b>	<b>0.2%</b>	<b>254 614</b>	<b>254 546</b>	<b>68</b>	<b>0.0%</b>
<b>Non-Personnel</b>																
Furniture, equipment, IT, materials and supplies (Note 6)	895	727	168	18.8%	3 710	2 968	742	20.0%	4 364	4 284	80	1.8%	11 996	12 052	(56)	-0.5%
Contracts and services (Note 7)	1 632	1 206	426	26.1%	4 250	3 949	301	7.1%	4 574	3 852	722	15.8%	20 883	21 013	(130)	-0.6%
Vehicles (Note 8)	642	720	(78)	-12.1%	1 592	1 757	(165)	-10.4%	1 926	1 875	51	2.6%	7 702	7 561	141	1.8%
Facilities (Note 9)	1 117	905	212	19.0%	3 339	3 343	(4)	-0.1%	3 374	3 192	182	5.4%	14 089	13 809	280	1.8%
Other (Note 10)	167	132	35	21.0%	335	212	123	36.7%	421	168	253	60.1%	326	(54)	380	116.6%
	<b>4 453</b>	<b>3 690</b>	<b>763</b>	<b>17.1%</b>	<b>13 226</b>	<b>12 229</b>	<b>997</b>	<b>7.5%</b>	<b>14 659</b>	<b>13 371</b>	<b>1 288</b>	<b>8.8%</b>	<b>54 976</b>	<b>54 381</b>	<b>595</b>	<b>1.1%</b>
<b>Total Expenditures (Note 11)</b>	<b>24 933</b>	<b>24 244</b>	<b>689</b>	<b>2.8%</b>	<b>74 512</b>	<b>72 871</b>	<b>1 641</b>	<b>2.2%</b>	<b>77 294</b>	<b>75 874</b>	<b>1 420</b>	<b>1.8%</b>	<b>309 590</b>	<b>308 927</b>	<b>663</b>	<b>0.2%</b>
<b>Position before Adjustments</b>	<b>15 651</b>	<b>14 857</b>	<b>794</b>	<b>5.1%</b>	<b>59 477</b>	<b>58 458</b>	<b>1 019</b>	<b>1.7%</b>	<b>62 383</b>	<b>60 887</b>	<b>1 496</b>	<b>2.4%</b>	<b>249 587</b>	<b>250 324</b>	<b>(737)</b>	<b>-0.3%</b>
<b>Tangible Capital Assets Budget adjustment</b>													<b>5 057</b>	<b>5 057</b>	<b>-</b>	<b>0.0%</b>
<b>Net Position</b>	<b>\$ 15 651</b>	<b>\$ 14 857</b>	<b>\$ 794</b>	<b>5.1%</b>	<b>\$ 59 477</b>	<b>\$ 58 458</b>	<b>\$ 1 019</b>	<b>1.7%</b>	<b>\$ 62 383</b>	<b>\$ 60 887</b>	<b>\$ 1 496</b>	<b>2.4%</b>	<b>\$ 254 644</b>	<b>\$ 255 381</b>	<b>\$ (737)</b>	<b>-0.3%</b>

**Edmonton Police Service**

**Explanation of Variances by Major Category of Expenditures and Revenues - Notes**

**For the Period Ended March 31<sup>st</sup> 2012**

**1. Traffic Safety Act (TSA) Revenue**

**Year to Date** – Over budget. Historically, revenue levels have been fluctuating from month to month.

**Forecast** – It is uncertain that the current revenue level will continue however if the surplus does continue the revenues will be transferred to the City of Edmonton general revenues.

**2. Provincial Grants**

**Year to Date** – Grant receipts are consistent with budget.

**Forecast** – Under budget. The 2012 Municipal Policing Assistance Grant budget was based on new census data being available in 2011. This did not happen so the grant payment will be based on the 2009 census. As a result, the anticipated increase in revenue from the grant will not be achieved.

**3. Other Revenue**

**Year to Date** – Slightly over budget largely due to increased bylaw violation fines and towing revenue due to a seasonal parking ban in the first quarter offset by lower secondment recoveries (\$449k).

**Forecast** – Under budget due to lower tow revenues and secondment recoveries (\$943k) which is offset by decreased Personnel and Non-Personnel costs. Also, this is offset by increased bylaw violation fines and a recovery from Alberta Health Services for shared radio services related to 2011.

#### 4. Salary and Benefits

**Year to date** – Under budget due to secondment vacancies (\$344k) and non-sworn member vacancies. These savings are partially offset by a \$178k over spend in non-recoverable Statutory holiday pay.

**Forecast** – Same as for year to date.

The sworn member attrition position for the first two months of the year is:

Attrition	March	March YTD	Full Year
Original Projection	6	18	66
Actual & Updated Projection	3	21	66

As of April 16, five sworn members have tendered their resignation and twenty three have announced their retirement for an attrition total of twenty eight. Of these, twenty one were no longer on the payroll as of March 31, 2012.

#### 5a. EPS Overtime

**Year to date** – Slightly over budget.

**Forecast** – Over budget for EPS only overtime, largely the result of the continued costs associated with operating the Information Management and Approval Center (IMAC) and the increased number of investigations by the Serious Crimes Branch. The over spend in the Serious Crimes Branch is currently being offset by the investigation budget in Contracts and Services.

#### 5b. External Overtime

**Year to date** – Slightly under budget.

- ALERT \$ 25k
- Other - ASIRT \$(11)k

**Forecast** – The under budget position is expected to continue. This is offset by reduced revenue.

#### 6. Furniture, Equipment, IT, Materials and Supplies

**Year to date** – Slightly under budget.

**Forecast** – Over budget due to the additional deployments of multi-functional printers. Also contributing to the over spend is the purchase of equipment which is being funded from under spends in other budget headings such as Contracts and Services.

**7. Contracts & Services**

**Year to date** – Under budget related to timing issues, notably in the Corporate Services (e.g. Psych Counseling) and Community Police Bureaus e.g. Community Initiative Funds). Lower costs relating to the ALERT secondments (\$160k) are also contributing to the under spend.

**Forecast** – Over budget due to a projected over spend in the Security Management Branch related to increased Corps de Commissionaire costs. This is partially offset by lower costs relating to secondments, Contracts and Services investigation budgets being reallocated to fund overtime costs and lower tow costs.

**8. Vehicle Costs**

**Year To date** – Under budget related to the timing of maintenance work in the Flight Operations Section.

**Forecast** – Under budget due to lower costs relating to secondments (\$170).

**9. Facilities**

**Year to Date** – Under budget due to the timing of renovations and lower facility costs for utilities, custodial, maintenance and space rent.

**Forecast** – Under budget by lower costs relating to secondments (\$108) and lower facility costs utilities, custodial, maintenance and space rent.

**10. Other Costs**

**Year to Date** – Under budget due to higher fleet and facility insurance recoveries and the timing of training expenses notably in the Operational Support and Specialized Investigation Divisions.

**Forecast** – Under budget; however the insurance recovery savings identified above will be partially offset by increased fleet insurance premiums.

**11. Accruals**

The total Operating non-personnel accruals for March amounted to \$0.9 million (rounded).

**Edmonton Police Service**  
**Overtime by Bureau**  
**For the Period Ending March 31, 2012**  
**(000's)**

Bureau	2011 Actual	Year to Date					Year End Forecast			
		Budget	Actual	Variance	Var %		Annual Budget	Projection	Variance	Var %
Police Commission	\$ 9	\$ 5	\$ 4	\$ 1	20%		\$ 21	21	\$ -	0%
General Management (Note 1)	38	53	\$ 54	(1)	-2%		263	263	-	0%
Corporate Services Bureau (Note 2)	102	191	\$ 190	1	1%		853	853	0	0%
Community Policing Bureau (Note 3)	774	657	\$ 870	(213)	-32%		3 465	3 677	(212)	-6%
Specialized Community Services Bureau (Note 4)	872	1 041	\$ 900	141	14%		4 340	4 582	(242)	-6%
Position Management	-	-	-	-			-	-	-	
Secondments/Recoverable (Note 5)	130	108	\$ 94	14			443	374	69	16%
<b>Total Overtime Expenditures</b>	<b>\$ 1 925</b>	<b>\$ 2 055</b>	<b>\$ 2 112</b>	<b>\$ (57)</b>	<b>-3%</b>		<b>\$ 9 385</b>	<b>\$ 9 770</b>	<b>\$ (385)</b>	<b>-4%</b>

Edmonton Police Service

Explanation of Overtime Variances by Responsibility Area - Notes

For the Period Ended March 31<sup>st</sup> 2012

**1 General Management**

Year to date – On budget.

Forecast – On budget.

**3 Corporate Services Bureau**

Year to date – On budget.

Forecast – On budget.

**4 Community Policing Bureau**

Year to Date – Over budget due to minimum staffing issues in the Information Management and Approval Centre (IMAC), unbudgeted costs for the POST team, and earlier than normal costs for community safety initiatives (CSI).

Forecast – Same as for year-to-date.

**5 Specialized Community Support Bureau**

Year to Date – Over budget due to a change in investigation practices for the Serious Crimes Branch.

Forecast – Same as for year-to-date.

**6 Secondments/Recoverable**

Year to date – Reflects lower ALERT project costs that are offset by lower revenue.

Forecast – Same as for year-to-date.



Edmonton Police Service  
Capital Budget Position  
For the Period Ending March 31, 2012  
(000's)

ATTACHMENT III

Projects	2012 Budget	Carry Forwards from 2011	2012 Spring Supplemental Budget Adjustment (Note 15)	2012 Budget after Adjustments	2012 Actual Expenditures	2012 Funds Available	% Substantial Completion
Police IT Systems (see Note 1)	2 464	1 244	574	4 282	451	3 831	Note 16
Telecommunications Systems Replacements (see Note 2)	11 059	123	-	11 182	14	11 168	Note 16
Public Safety Radio Network Replacement (see Note 3)		140		140		140	78%
Facilities Infrastructure Rehabilitation (see Note 4)	-	2 701	(165)	2 536	102	2 434	Note 16
Northwest Campus (see Note 5)	11 173	-		11 173	-	11 173	0%
South West Division Station (see Note 6)	9 195	3 014	556	12 765	857	11 908	65%
Police Seized Vehicle Storage Lot Expansion (see Note 7)		226		226	-	226	75%
Vehicles (see Note 8)	4 589	1 492	(194)	5 887	383	5 504	Note 16
Specialized Equipment (see Note 9)		40		40	-	40	Note 16
<b>Total before Tangible Capital Asset Budget Adjustments</b>	<b>38 480</b>	<b>8 980</b>	<b>771</b>	<b>48 231</b>	<b>1 807</b>	<b>46 424</b>	
<b>Tangible Capital Asset Budget Adjustments</b>							
Police Seized Vehicle Storage Lot Expansion (see Note 10)	30		-	30	30	-	
Informatics Personnel (see Note 11)	162		-	162	162	-	
Telecommunications (see Note 12)	4		-	4	4	-	
Facilities Infrastructure Rehabilitation (see Note 13)	425		-	425		425	
Specialized Police Equipment (see Note 14)	40		-	40	-	40	
<b>Total after Tangible Capital Asset Budget Adjustments</b>	<b>661</b>	<b>-</b>	<b>-</b>	<b>661</b>	<b>196</b>	<b>465</b>	
<b>TOTAL</b>	<b>39 141</b>	<b>8 980</b>	<b>771</b>	<b>48 892</b>	<b>2 003</b>	<b>46 889</b>	

Edmonton Police Service  
Explanation of Variances by Capital Project – Notes  
For the Period Ended March 31, 2012

## 1 Police IT Systems

### Year to Date

The following projects are in progress:

#### Infrastructure

- Southeast Disaster Recovery (SE DR) Enhancements
- Mobile Workstations (MWS 2011/2012)
- Desktop Virtualization (Thin Client)
- Radio IP Replacement
- Lifecycle Management Projects for Servers, Switches & VPNs

#### Projects

- EPROS Gateway Enhancements
- Human Resources Information Management/Technology (HRIM/T)
- i2 Database Pilot Implementation
- PIRAT (Property Information Retrieval and Tracking) Replacement
- EA (Enterprise Architecture) Data Integration

### Forecast

#### Infrastructure

The MWS 2011 equipment was received at the end of April. Construction of the SE DR is scheduled for completion by the end of Quarter 2 with equipment fit up to follow. The other Infrastructure projects are proceeding as per the 2012 Informatics Capital Plan with an expectation that \$156k will be carried forward to 2013.

#### Projects

The projects are proceeding as per the 2012 Informatics Capital Plan.

## 2 Telecommunications Systems Replacements

### Year to Date

The Video Conferencing project is complete.

The following projects are underway:

- Video conferencing equipment for Integrated Operations Facility (IOF), Training Unit and Zebra Centre facilities.
- Replace telephone switch batteries and selected telephone sets and provision of the ability to record telephone communications at certain locations.

### Forecast

The forecast is for \$736k to be expended by year end. It is anticipated that the Telecommunications Lifecycle and the Radio Lifecycle projects will carry forward \$10,146k to allow a new manager time to review the overall requirements in Telecommunications and revised timing of joining Alberta First Responders Radio Communications System (AFRRCS), respectively.

Edmonton Police Service  
Explanation of Variances by Capital Project – Notes  
For the Period Ended March 31, 2012

### 3 Public Safety Radio Network Replacement

#### Year to Date

The following projects are underway:

- Radio Coverage Extenders (Bi-Directional Amplifiers) - Northlands
- Radio Systems Supervisory Control and Data Acquisition (SCADA)

#### Forecast

The projects should be complete by the end of Quarter 2.

### 4 Facilities Infrastructure Rehabilitation

#### Year to Date

The following project has been completed:

- Integrated Operations Facility (IOF) – mezzanine renovations

The following projects will continue in 2012 and utilize carry forwards from 2011:

- PHQ – deficiencies to upgrade of Air Supply 1 & 2 fans and motors
- PHQ – deficiencies to Basement Level 2 fan upgrade
- PHQ – deficiencies to emergency generator refurbishment
- PHQ – elevator upgrades
- SE Division Station – disaster recovery room

The following are new 2012 projects :

- Griesbach – roof top air conditioner
- PHQ – removal of lead contamination
- West Division Station – replace fire alarm system
- PHQ Communications – replace roof top air conditioning units
- SE Division Station – emergency generator replacement
- SE Division Station – second floor expansion
- SW Division Station – installation of CCTV and security equipment purchased in 2011

#### Forecast

All carry forward projects should be completed by year end except for the PHQ elevator upgrades (4 of 6 elevators will be complete). All new 2012 projects should be completed by year end.

Edmonton Police Service  
Explanation of Variances by Capital Project – Notes  
For the Period Ended March 31, 2012

**5 Northwest Campus****Year to Date**

Suitable land has been identified and work is underway to finalize the specifications and requirements for the three planned buildings. Additional land adjacent to the identified land is available so there is potential to increase the scope of the campus. Also, the current kennel and tow lot land areas will be appraised to determine their value and to see if a land swap opportunity exists.

**Forecast**

The date of any land transaction is uncertain so there may be no expenditure this year.

**6 South West Division Station****Year to Date**

Construction is 65% complete.

**Forecast**

The building is expected to be ready for hand over from the developer to the City (EPS) in the fourth quarter of 2012 and \$1 million is forecast to be carried forward to 2013 for completion of equipment fit ups.

**7 Police Seized Vehicle Storage Lot Expansion (PSVSL)****Year to Date**

A preferred vendor has been selected for the replacement of the current PSVSL vehicle inventory and financial tracking system. The preferred vendor is currently developing a Proof of Concept prototype to confirm whether it will meet PSVSL requirements.

**Forecast**

Current projections indicate that the budget will be expended by year end.

Edmonton Police Service  
Explanation of Variances by Capital Project – Notes  
For the Period Ended March 31, 2012

**8 Vehicles****Year to Date**

52 vehicles in process at the end of 2011 were put into service in Quarter 1.

The 2012 budget is committed or planned for the purchase of:

- Mobile Command Post
- Armoured Vehicle
- Checkstop Truck
- 5 marked patrol vehicles
- 55 unmarked vehicles
- 16 covert vehicles
- 2 motorcycles
- 5 trailers
- 1 boat
- Fit ups and miscellaneous equipment for vehicles

**Forecast**

On budget dependent upon the timing of fit ups.

**9 Specialized Police Equipment****Year to Date**

The fixed downlink antenna for the helicopters has been received but still needs to be installed.

**Forecast**

The carry forward will be expended by year end.

**10 Police Seized Vehicle Storage Lot Expansion (PSVSL)****Year to Date**

Amounts for the electrical and gas hookup to the storage shelter were transferred from the operating budget.

**Forecast**

The budget has been fully expended.

Edmonton Police Service  
Explanation of Variances by Capital Project – Notes  
For the Period Ended March 31, 2012

**11 Informatics Personnel****Year to Date**

Budget to cover internal and external personnel costs (salaries & benefits) related to active Tangible Capital Asset IT Systems initiatives. The budget is transferred from the operating budget as expenses are occurred.

**Forecast**

Personnel costs will continue to be transferred monthly.

**12 Telecommunications****Year to Date**

Budget to cover the personnel costs required for the installation of the video conferencing system were transferred from the operating budget.

**Forecast**

The budget has been fully expended.

**13 Facilities Infrastructure Rehabilitation****Year to Date**

Budget required for the Griesbach rooftop air conditioning and Southeast Division Station second floor expansion were transferred from the operating budget.

**Forecast**

The budget should be fully expended by the end of Quarter 3.

**14 Specialized Police Equipment****Year to Date**

The budget for the purchase of a BluRay Publisher and software ordered by Specialized Support was transferred from the operating budget.

**Forecast**

The budget will be expended by year end.

Edmonton Police Service  
Explanation of Variances by Capital Project – Notes  
For the Period Ended March 31, 2012

**15 2012 Spring Supplemental Budget Adjustments**

The following budget adjustments were approved by Council on May 2:

- \$574k from Facilities Infrastructure Rehabilitation to IT Infrastructure for construction of the SE DR
- \$556k from Facilities Infrastructure Rehabilitation to SW Division Station for purchase of CCTV and security equipment
- \$965k transferred from another City of Edmonton business area (Buildings & Landscape Services) to the Edmonton Police Services for Facilities Infrastructure Rehabilitation
- \$194k reduction from 12-60-1765 to match \$4,395k approved operating budget

**16 Composite Projects – Completion Status**

Police IT Systems, Telecommunications Equipment, Facilities Infrastructure/Rehabilitation, Vehicles and Specialized Equipment contain multiple sub-projects within the total project, so each sub-project is at different stages of completion.

Edmonton Police Service  
 Contracts  
 for the Period Ending March 31, 2012  
 (000's)

<b>Contracts Tended / Issued (Request for Proposals greater than \$100k)</b>	
<u>Police IT Systems</u>	
<u>Facilities</u>	
<u>Equipment</u>	

<b>Contracts Awarded (greater than \$100k)</b>		
Vendor Name	Description	Amount
<u>Police IT Systems</u> Hub Data911	Mobile Workstations	544
<u>Facilities</u> Lorac Construction	PHQ Range- Lead Removal	118
<u>Equipment</u>		