REPORT TO THE POLICE SERVICE BOARD



Author: Teresa Fetter, Director Business Services

Date of Report: 3/17/2025

Type of Report: Public

Title: Financial Conditions and Activities -Yearend 2024

RECOMMENDATION

"THAT the Board find that all provisions of the Financial Conditions and Activities policy have been complied with."

EXECUTIVE SUMMARY

BROADEST POLICY PROVISION:

"With respect to ongoing financial conditions and activities, the Chief of Police will not cause or allow development of fiscal jeopardy or material deviation of actual expenditures from the Board priorities established in the Ends policies."

Interpretation of the Chief of Police:

It is my interpretation of this policy that compliance with the nine following policy statements and the data there tendered fulfills the total requirement of this provision.

I therefore report **compliance** with this Executive Limitations Policy.

"Further, without limiting the scope of the foregoing by the enumeration, the Chief of Police will not:"

DISCUSSION

Policy Provision #1

1. *"Expend more funds than have been allocated by the Regional Municipality of Durham for the Fiscal Year."*

Interpretation of the Chief of Police:

It is my interpretation of this policy that it applies to the entire budget as a whole and that any material variance from budgeted spending is to be addressed in the succeeding period.

Further any material variance that is likely to cause non-compliance with provision 1 should be reported to the Board at its next meeting.

Data Support:

Upon review of the spending summary produced by the Director of Business Services, which is based upon the financial statements provided by the Region on February 21, 2025, I report the following:

The financial statements for the year ended December 31, 2024, show net spending of \$267.92 million (2023 - 242.62 million) representing 100% (2023 - 98%) of the annual operating budget of \$267.97 million (2023 - 247.53 million).

Payroll expenses exceeded budget, primarily due to higher costs associated with supporting workers injured on duty and an increase in Pay Duty costs (which are fully offset through Pay Duty revenue). While there were savings in full-time salaries due to employment separations and recruitment challenges, these savings were entirely offset by the need to backfill vacancies with overtime and part-time staff to fulfill operational requirements.

Higher spending also occurred because of continued economic and inflationary pressures, as well as operational pressures related to legislated education & training, information technology tools, and unbudgeted capital purchases for specialized investigative equipment, an upgrade to an aging computer system and to purchase frontline body armor.

Facility related costs were lower than the budget, mainly due to delays in occupancy for new facility locations. However, higher capital expenditures occurred for leasehold improvements for the remaining fire-replacement locations.

The Service experienced increased provincial funding opportunities (Preventing Auto Thefts, Bail Compliance), and other initiatives such as the NG911 PSAP readiness. Recoveries also exceeded expectations, driven by higher proceeds from vehicles (prior period insurance claims and auction revenue) along with higher Pay duty revenues (most of which is offset in payroll costs).

Attachment A provides additional financial information with two (2) summary tables. Each table compares the actual spending to the approved budget by major cost category, highlighting the significant trends. The first table represents the current year, and the second table contains results from the same prior year period.

I therefore report **compliance** with this provision.

2. "Authorize capital expenditures which would result in a capital variance of more than 5% of the approved capital budget, to a maximum of \$200,000, prior to advising the Board."

Interpretation of the Chief of Police:

It is my interpretation of this policy that I will inform the Board prior to authorizing individual discretionary capital expenditures which had not been included in the approved capital budget, and which are larger than the lesser of a) 5% of the approved capital budget, and b) \$200,000.

Data Support:

In October, the Board approved an unbudgeted capital expenditure of \$300,000 to support specialized investigative equipment, funded through operational surplus.

In November, the Board approved an unbudgeted capital expenditure of \$398,610 to support the replacement of an aging computer system used by the Intelligence branch. The purchase was partially supported by grant funding of \$93,000 and the remainder was funded through reallocation of the operational budget.

In December, the Board approved an unbudgeted capital expenditure of \$981,000 to purchase body armor, funded through operational surplus. The replacement of the equipment is required by the Community Safety and Police Act (CSPA), requiring that all police services provide front-line officers with protective equipment by April 1, 2025.

I therefore report **compliance** with this provision.

Policy Provision #3

3. *"Fail to authorize the payment of payroll and other financial obligations in a timely manner."*

Interpretation of the Chief of Police:

It is my interpretation of this policy that the Durham Regional Police Service will process payments through the Region's systems and that payments will be made in such a manner as to ensure that members receive their payroll, and that suppliers receive payment in a timely manner.

Data Support:

The Director of Business Services reports that we have had no significant complaints with respect to the payment of payroll or other payments during the reporting period.

I therefore report **compliance** with this provision.

4. *"Negotiate, commit, approve or sign any collective agreements or addendums without explicit Board authorization.*"

Interpretation of the Chief of Police:

It is my interpretation of this policy that the Chief of Police and designates have no authority whatsoever in this area without the explicit authorization of the Board and that the Chief or designate should request said authorization in writing.

Data Support:

There have been no negotiations, commitments, approvals or signatures of any collective agreements or addendums without explicit Board authorization.

On March 23, 2021, the Uniform and Civilian collective agreements were finalized with the Durham Regional Police Association (DRPA). These agreements are effective January 1, 2020 and expired on December 31, 2024. The Board was aware of and involved in negotiations with the DRPA in January/February and a tentative deal for the Uniform and Civilian collective agreements for 2025-2029 was reached on February 21, 2025. The collective agreements are pending ratification by the DRPA and the Board.

On March 22, 2022, the Senior Officers' collective agreement was finalized with the Durham Regional Police Senior Officers' Association. This agreement is effective January 1, 2022, and expired on December 31, 2024. Negotiations on a new collective bargaining agreement has not yet started.

I therefore report **compliance** with this policy.

Policy Provision #5

5. "Approve or sign any agreements with other police services, service providers, or service recipients, which exceed annual transfers of \$1,000,000, without explicit Board authorization."

Interpretation of the Chief of Police:

It is my interpretation of this policy that the Chief of Police has no authority regarding annual transfers more than \$1,000,000 in this area without explicit authorization and that the Chief should request said authorization in writing.

Data Support:

No such activity has occurred in the reporting period, and no authorizations have been received.

I therefore report **compliance** with this policy.

6. *"Acquire, encumber or dispose of real property (property as defined in the Community Safety and Policing Act* section 258 exempted.)"

Interpretation of the Chief of Police:

It is my interpretation of the policy that I am not authorized to deal with the purchase, sale or encumbrance of real property, meaning real estate, without express authorization from the Board. This, however, does not prevent my ability to lease premises as required pursuant to the budget and as coordinated with the Real Estate Division of the Regional Municipality of Durham. (The practice of the Regional Municipality of Durham is to submit all such real estate leases to Council for approval after approval by the Chief.)

Data Support:

In October, the Board approved the acquisition of 4.90 acres of land in Oshawa, fully funded through the 2024 budget. The site will become the new home for the Service's Regional Reporting Centre, replacing the existing location at 650 Rossland Road in Whitby. The Region is purchasing the remaining 1.14 acres of this parcel of land. Regional Council approved the motion to purchase the land at the Regional Council meeting on December 18, 2024.

I therefore report **compliance** with this policy provision.

Policy Provision #7

7. *"Fail to maintain an inventory of federal and provincial grants and contribution programs relevant to public safety and maximize opportunities to seek funding from such programs."*

Interpretation of the Chief of Police:

It is my interpretation of this policy that the service shall maintain a list of such programs and shall periodically evaluate funding opportunities and actively seek them out. Material funding sources shall be disclosed in the Annual Business Plan Budget which is approved by the Board. Funding awarded after budget approval will be disclosed in the next quarterly report.

Data Support:

The Director of Business Services maintains a list of such programs, coordinates with the management of the service to make grant applications and discloses all known material funding sources in the Annual Business Plan Budget approved by the Board.

Community Safety and Policing (formerly Front-Line Policing) Grants

This grant is outcomes-based to better align with local and provincial priorities, focusing on effective and integrated service delivery, improved flexibility for local needs and priorities related to safety and well-being and encouraging inter-jurisdictional and multi-sectoral approaches. There are two funding streams focusing on local and provincial priorities. A formal application process for funding under both streams occurs every three years, with the next round of funding expected to begin in April 2025. The Ministry of the Solicitor General has not yet announced the 2025 call for applications.

Approved Grant Funding (2022/3 to 2024/25):

<u>Local Priorities Stream</u>: The Service's allocation under the **local priorities** stream has been approved for \$9.3 million over the 3-year cycle (\$3.1 million per year).

• **Project SALUS:** As part of the Region's Community Safety and Well-Being plan, this project will support vulnerable populations and target high-impact crimes (intimate partner violence, gang recruitment, and firearms offences).

<u>Provincial Priorities Stream</u>: The Service has received approval for the Project Upstream application, submitted under the **provincial priorities** stream, for \$1.1 million over the 3-year cycle (~ \$0.4 million per year).

• **Project UPSTREAM**: Supporting the Region's Community Safety and Well-Being plan, this project will focus on collaboration among community human services partners to support a reduction in the number of 'acutely elevated risk' situations that officers are required to manage.

Granting Ministry	Grant Program Name	Total Amount Requested	Application Status	Application Year	Approved Amount	Grant Expiry	
Ministry of the Solicitor General	Community Safety and Policing Grant (CSP) Local (3 Years Grant)	Project SALUS - the local priorities funding stream focuses on addressing risks to safety and well-being that are most prevalent in your community.	\$ 9,253,952	Approved	2022	\$ 9,253,952	31-Mar-2025
General	Community Safety and Policing Grant (CSP) Provincial (3 Years Grant)	Project UPSTREAM - support DRPS in the operationalization of Durham's CSWB plan	\$ 2,639,040	Approved	2022	\$ 1,139,040	31-Mar-2025
	Totals		\$ 11,892,992			\$ 10,392,992	

The Court Security Prisoner Transportation Funding

The program is based on a maximum funded amount of \$125 million annually to assist municipalities in offsetting their costs. The Ministry confirmed the Service's allocation for 2024 at \$4.09 million (2023 - \$3.91 million), which resulted in a budget shortfall amounting to \$2.9 million in 2024. The Ministry of the Solicitor General has not yet issued the 2025 call for applications, but if the Service receives similar funding, it is anticipated that there will be a similar budget shortfall in 2025.

Figure 1 summarizes the history of the program's costs and funded amounts.

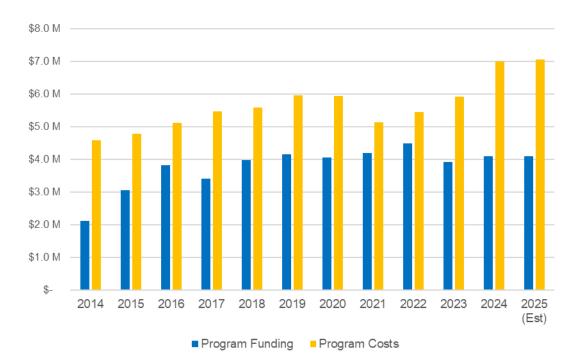


Figure 1: Court Security Prisoner Transportation Funding

Child and Youth Services Program Funding

The Service receives funding from the Minister of Child and Youth Services within the Ministry of Community and Social Services to support the following initiatives:

- Youth in Policing Summer employment program
- Youth in Policing After-school employment program
- Extrajudicial Measures Youth diversion program

These program budgets are prepared annually and was approved in late 2024. The Service's 2024-25 allotment was approved at \$755,009 (2023-24 - \$617,788).

Granting Ministry	Grant Program Name	Funding Purpose		al Amount quested	Application Status	Application Year	Approved Amount		Grant Expiry
	Community Partnerships - Youth in Policing - Summer	To support youth in policing		400,945	Approved	2024	\$	400,945	31-Mar-2025
Ministry of Children,		programs (staffing high school students and other costs)	\$	232,278	Approved	2024	\$	232,278	31-Mar-2025
Community and Social Services	Alternative to Custody & Community Interventions - Extrajudicial Measures	To help support and divert young persons away, pre- charge, from formal criminal proceedings and into a program of rehabilitation	\$	121,786	Approved	2024	\$	121,786	31-Mar-2025
	Totals		\$	755,009			\$	755,009	

Other Grants

The Service has been successful in receiving several one-time and multi-year grants. Figure 2 summarizes the approved grants as well as grants that have been applied for but are awaiting Ministry approval.

Figure 2: Approved Grants and Grants Submitted (Pending Ministry Approval)

Granting Ministry	Grant Program Name	Funding Purpose		otal Amount equested	Application Status	Application Year	Approved Amount	Grant Expiry
	Project Burton	Phase 1 (Feb - May 2024)		N/A	Approved	2024	\$ 139,300	19-May-2024
	Project Burton	Phase 2 (May - Aug 2024)		N/A	Approved	2024	\$ 303,672	27-Aug-2024
ciso	Project Venture		\$	61,550	Approved	2025	\$ 61,550	31-Mar-2025
	Project Aserale	CISO funded project for Human Trafficking (Trafficking, Importation, Exportation, Production, Facilitation)	\$	43,100	Approved	2025	\$ 43,100	31-Mar-2025
OPP	OPP Anti-Human Trafficking Unit & Intelligence-Led Joint forces Strategy	To fund a Human Trafficking Investigator that will be dedicated to investigative activities		N/A	Approved	2024	\$ 122,090	31-Mar-2025
	Children at Risk of Exploitation (CARE) Units 2020-2025 (5 Year Grant)	Anti-Human Trafficking funding to implement new Durham- based CARE Unit partnership model	\$	3,557,045	Approved	2020	\$ 3,749,092	31-Mar-2025
	Children at Risk of Exploitation (CARE) Units (2025-2026)	Anti-Human Trafficking funding to implement new Durham- based CARE Unit partnership model		N/A	Approved	2024	TBD	31-Mar-2025
Ministry of the Solicitor	Provincial Strategy - ICE (2021-2025)	The Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet – A United Team Approach		N/A	Approved	2021	\$ 715,193	31-Mar-2025
	Preventing Auto Thefts Grant (2023- 2026)	Combat and prevent vehicle thefts and associated violent crimes	\$	900,000	Approved	2023	\$ 900,000	31-Mar-2026
General	Bail Compliance and Warrant Apprehension Grant (2023-2026)	To address bail compliance and warrant apprehension	\$	1,200,000	Approved w/ Toronto Police Service (Total \$2.4m)	2023	\$ 1,200,000	31-Mar-2025
	Victim Support (VSG) Grant (2024- 2025)	To enhance capacity to support victims and survivors of intimate partner violence/domestic violence, human trafficking, and/or child exploitation	\$	199,970	Application Submitted - Pending Approval	2024		31-Mar-2025
	Ontario Closed Circuit Television (CCTV) Grant (2024-2025)	Expand CCTV systems in more municipalities	\$	295,058	Application Submitted - Pending Approval	2024		31-Mar-2025
	Reduce Impaired Driving Everywhere (R.I.D.E.) Grant (2024-2025)	Enhancement to the R.I.D.E program (Officer Overtime cost)	\$	173,483	Application Submitted - Pending Approval	2024		31-Mar-2025
	Totals		\$	6,430,206			\$ 7,233,997	

Granting Ministry	Grant Program Name Funding Purpos		equested	Application Status	Application Year	Approved Amount	Grant Expiry
	Next Generation 9-1-1 Transition Funding Supports - Year 1 (2022-23)	Support municipalities and	\$ 2,644,236	Approved	2023	\$ 1,200,000	31-Mar-2023
he Solicitor	Next Generation 9-1-1 Transition Funding Supports - Year 2 (2023-24)	9-1-1 communication centres to transition their emergency response systems to NG9-1-1	\$ 1,274,568	Approved	2023	\$ 1,274,568	31-Mar-2024
	Next Generation 9-1-1 Transition Funding Supports - Year 3 (2024-25)		\$ 1,025,053	Approved	2024	\$ 1,025,053	30-Jun-2025

I therefore report **compliance** with this provision.

8. *"Fail to ensure that resources shared with another police service are reciprocated or otherwise compensated."*

Interpretation of the Chief of Police:

It is my interpretation of this policy that the service shall formally document major shared service arrangements, track time and resources rendered to and received from other police services and seek reimbursement in those cases where the services were not reciprocated if material in amount.

Data in Support:

The service, through the Superintendent of Operational Support tracks services rendered to and received from other services pursuant to long term formal Shared Services Agreements. At the end of each year a reconciliation of services exchanged is performed and billings may be processed for amounts owing. This review has been completed as summarized below.

In 2024, the service shared resources with our greater Toronto area policing partners. Our shared resources included Air1, Canine, Tactical Support, Explosive Disposal Unit, Public Safety Unit (PSU), and Uniform Patrol. All shared resources were facilitated without reimbursement. The significant deployments were:

- 1. Public Safety Unit deployment to Toronto for planned protest June 2024.
- 2. Public Safety Unit deployment to Toronto for planned protest Oct. 2024.
- 3. Marine Unit deployment to the Barrie Air Show June 2024.
- 4. Marine Unit deployment to the Toronto Air Show Sept. 2024.

I therefore report **compliance** with this policy.

Policy Provision #9

9. *"Fail to comply with the spirit of the financial by-laws and policies of the Regional Municipality of Durham."*

Interpretation of the Chief of Police:

It is my interpretation of this policy that all purchases of goods and services shall be in compliance with the Durham Regional Police Service Financial Policy and Procedures Manual, which is in substantial compliance with Regional Processes, subject to limits being established by the Chief of Police in consultation with the Director of Business Services. It is my further interpretation that the practice of expending funds from operating accounts prior to final budget approval is acceptable to meet payroll and account payment obligations as per #2 above. Further that spending on Capital Budget items is subject to final Regional budget approval unless specifically dealt with by the Board for pre-approval.

Data Support:

The Financial Policy and Procedures Manual was first published and took effect in 2005. It complies with Regional Processes and, therefore, with the spirit of Regional Processes. An updated version was implemented in 2018 and is currently under review with updates to be implemented in 2025. Financial transactions have complied with the Financial Policy and Procedures Manual during the current reporting period.

I therefore report **compliance** with this provision.

Based on the above proof provided, I report overall compliance with the policy.

Appendix A – Financial Summaries – Current and Prior Year

			Durh	am Reg	gional P	Police Service				
	2024 Financial Results									
Cost Category	Annual Budget \$000's	Dec YTD Actuals \$000's	% Budget	Under (Over) Spend \$000's	Under (Over) Spend % Budget	Comments on Major Trends				
Payroll Expenses & Reserves	\$228,060	\$230,160	100.9%	(\$2,100)	(0.9%)	Increased costs to support workers injured on duty and an increase in Pay Duty costs (costs fully recovered as Pay Duty revenue). Employment separations and recruitmer resulted in full-time vacanices, but those savings were fully offset by higher overtime and part-time wages				
Personnel Related	\$3,722	\$4,632	124.4%	(\$909)	(24.4%)	Cost reallocation of recruitment costs (from Professional/Consulting) and slightly higher spend for employee training & conferences and uniform clothing costs				
Communication	\$1,992	\$2,397	120.4%	(\$406)	(20.4%)	Higher spend for mobile and data technologies				
Supplies, Food, Services	\$3,074	\$2,774	90.3%	\$300	9.8%	Less ammunition spend, lower dry cleaning costs and lower supplies				
Facilities	\$12,482	\$10,050	80.5%	\$2,432	19.5%	Savings driven by lower utility costs, deferred location occupancy (HQ) & reallocated funds to support capital acquisition for a Specialized Unit				
Computer Maintenance / Operations	\$5,181	\$5,899	113.9%	(\$719)	(13.9%)	Increased software and cloud computing costs, plus unplanned costs for redaction, professional standards & records software				
Equipment Maintenance / Repair	\$1,626	\$668	41.1%	\$958	58.9%	Lower helicopter maintenance costs and no camera system replacement due to the new helicopter arriving in 2026				
Vehicle Operations	\$5,539	\$5,216	94.2%	\$323	5.8%	Mainly driven by fuel savings				
Debt Service	\$10,300	\$10,300	100.0%	\$0	0.0%	Full spend				
Professional & Consulting	\$3,258	\$2,854	87.6%	\$405	12.4%	Reallocation of recruitment costs to Personnel Related category, deferral of Intelligence project costs, partly offset by engineering & professional services reviews and project support				
Legal Services	\$1,512	\$1,414	93.5%	\$98	6.5%	Services provided under the retainer with Region Legal reduced the need for external counsel in many areas				
Inter Dept'l Transfers	\$464	\$464	100.0%	\$0	0.0%	Break-even				
Financial Expenses	\$2,802	\$2,844	101.5%	(\$42)	(1.5%)	Slightly higher POS transaction costs				
Capital	\$8,890	\$13,631	153.3%	(\$4,741)	(53.3%)	Increased spending to support leased facility retrofits, investigative equipment purchases, computer system upgrade and frontline body armor				
Reserves	(\$233)	\$650	(279.6%)	(\$883)	379.7%	Air One reserve draw not required for 2024				
Gross Expenditures	\$288,669	\$293,953	101.8%	(\$5,284)	(1.8%)					
Revenue & Recovery	(\$20,703)	(\$26,030)	125.7%	\$5,328	(25.7%)	New grant funding opportunities (Preventing Auto Thefts, Bail Compliance), higher vehicle proceeds (insurance and auction recoveries), higher 'net' pay duty revenues (about 75% of pay duty revenues are wage related and fully offset in payroll costs)				
Net Expenditures	\$267,966	\$267,923	100.0%	\$43	0.0%					

Appendix A – Financial Summaries – Current and Prior Year

		Durha	ım Regi	onal Pol	ice Serv	vice			
2023 Financial Results									
Cost Category	Annual Budget \$000's	Dec YTD Actuals \$000's	% Budget	Under (Over) Spend \$ 000's	Under (Over) Spend % Budget	Comments on Major Trends			
Payroll Expenses & Reserves	\$213,563	\$205,528	96.2%	\$8,035	3.8%	Net wage savings from position vacancies will be partly offset by higher spending pressures for overtime and benefit costs for workers injured on duty			
Personnel Related	\$3,749	\$5,183	138.3%	(\$1,435)	(38.3%)	2022 fire recovery inventory purchases (offset by expected Insurance proceeds), hiring expenses and higher spend to support member wellness programs offset by savings in allowances			
Communication	\$1,817	\$1,860	102.4%	(\$44)	(2.4%)	Increased spend for new mobile phones for front-line officers (Forward Together), partly offset by savings in public relations, telephone and printin			
Supplies, Food, Services	\$2,841	\$3,104	109.3%	(\$263)	(9.3%)	Increased spend for ammunition to support training programs, grant funded program supplies and 2022 fire recovery inventory purchases, offset by savings in purchased services			
Facilities	\$9,872	\$9,573	97.0%	\$299	3.0%	Savings in maintenance and utilities offset by higher costs for leased facilities and headquarter shared costs			
Computer Maintenance / Operations	\$4,491	\$5,098	113.5%	(\$607)	(13.5%)	Higher IT costs for operational software programs and related software licenses			
Equipment Maintenance / Repair	\$979	\$1,775	181.4%	(\$797)	(81.4%)	Increased Air One maintenance costs (higher flight hours, ad-hoc items) and costs for the new mobile device program for front-line officers (Forward, Together)			
Vehicle Operations	\$5,408	\$5,141	95.1%	\$266	4.9%	Fuel savings driven by lower kms and price, offset by increased need for vehicle maintenance & repairs. Includes proceeds for fleet vehicle write- offs, fully offset by Capital replacements			
Debt Service	\$10,300	\$10,300	100.0%	(\$0)	0.0%	Full spend, including \$0.8 million to be allocated to future capital projects			
Professional & Consulting	\$2,213	\$2,345	106.0%	(\$132)	(6.0%)	Engineering & technical consultants supporting fire recovery & operational project support			
Legal Services	\$1,512	\$1,916	126.8%	(\$405)	(26.8%)	Additional legal costs related to the 2022 fire and higher anticipated board legal needs			
Inter Dept'l Transfers	\$422	\$422	100.0%	(\$0)	0.0%	Break Even			
Financial Expenses	\$2,376	\$2,603	109.5%	(\$227)	(9.5%)	Insurance restoration costs related to 2022 fire and higher point-of-sale merchant fees due to increased revenue transactions			
Capital	\$6,596	\$13,677	207.4%	(\$7,081)	(107.4%)	Unbudgeted purchases for grant-funded equipment (ALPR, NG911), specialized intel equipment, pistol replacement initiative, other operational items (computer, tactical, marine, fleet vehicle, write-off replacements) and fire recovery purchases that are partly offset by insurance proceeds			
Reserves	\$279	\$586	210.2%	(\$307)	(110.2%)	Air One reserve draw not required for 2023			
Gross Expenditures	\$266,416	\$269,112	101.0%	(\$2,696)	(1.0%)				
Revenue & Recovery	(\$18,883)	(\$26,496)	140.3%	\$7,613	(40.3%)	Additional grant funding to support equipment, program supplies & payrol recoveries for priority policing initiatives, offset by lower funding for Court Security. Higher pay duty revenues (mostly offset by pay duty wages), and expected insurance recoveries			
Net Expenditures	\$247,532	\$242,616	98.0%	\$4,917	2.0%				

Appendix A – Financial Summaries – Current and Prior Year

Appendix A – Financial Summaries – Current and Prior Year Report Approval Details

Document Title:	Financial Conditions and Activities - Yearend 2024.docx
Attachments:	
Final Approval Date:	Mar 3, 2025

This report and all of its attachments were approved and signed as outlined below:

Teresa Fetter

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Vitrofoura.

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