Work Plan Year: 2017
Initiative Number: A-01 / 2016 A-01
Initiative Title: Workstation Replacement
Division Responsible: Administration
Section Responsible: Information Technology

Target Start Date: 2016 Jan 01
Target End Date: 

Progress Report Q1:
All computer work station have been replaced. This initiative is complete.

Progress Report Q2: 
Complete in Q1

Progress Report Q3: 

Initiative Detail:
This workstation refresh cycle will be sourced and implemented through the late fall 2015 and early spring 2016. These workstations will initially be deployed with the Windows 7 operating system but will also be developed with the Windows 10 operating system, which will be deployed on these workstations at a future date. These workstations will be deployed with a solid state disk which makes a noticeable improvement in speed and performance over the currently deployed workstations.
Initiative Title: Develop Training Video and Instructions for online learning.

Division Responsible: Administration

Section Responsible: Records

Key Strategic Priorities:

Competency Development

PROGRESS:

COMPLETE

Initiative Detail:
The Records Section will produce a short training video on how to use the dictation system.

Progress Report Q1:
A PowerPoint presentation was developed and delivered to all four Platoons regarding the process for dictation. Instructional Handouts were delivered to members either through Muster or by the individual Staff Sergeants on each Platoon.

This initiative is now concluded.

Progress Report Q2:
Completed in Q1.

Progress Report Q3:
### 2017 Annual Work Plan Quarterly Report

**Work Plan Year:** 2017  
**Target Start Date:** 2015 Feb 01

**Initiative Number:** A-05 / 2016 A-05  
**Target End Date:**

**Initiative Title:** Purchase a New Phone System for the Police Building

**Division Responsible:** Administration  
**Section Responsible:** Telecoms

**Key Strategic Priorities:**

- Technology

**PROGRESS:** DELAYED

### Initiative Detail:

Police employees are to meet with appropriate experts to determine the needs of the police department and determine an appropriate replacement system.

### Progress Report Q1:

This initiative has been put on hold.

### Progress Report Q2:

This initiative has been put on hold.

### Progress Report Q3:

None provided.
<table>
<thead>
<tr>
<th>Initiative Number:</th>
<th>A-06 / 2016 A-06</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiative Title:</td>
<td>Develop Jail Guard Training Program</td>
</tr>
<tr>
<td>Division Responsible:</td>
<td>Administration</td>
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<tr>
<td>Section Responsible:</td>
<td>Administration</td>
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</tbody>
</table>

**Key Strategic Priorities:**

Personnel

**Progress Report Q1:**

There are no updates regarding this initiative. This initiative has been delayed until after the reconfiguration of the Front desk area.

**Progress Report Q2:**

Jail Guards are currently attending training regarding the fingerprint procedures and record management. Preliminary discussion and planning has taken place regarding jail guard training with the Corps of Commissionaires to ensure the training is in alignment with current practices.

**Progress Report Q3:**
Work Plan Year: 2017  
Initiative Number: A-09 / 2016 A-09  
Initiative Title: Develop a new service delivery model for the front desk  
Division Responsible: Administration  
Section Responsible: Front Desk  
Target Start Date: 2011 Jan 01  
Target End Date:  

Initiative Detail:
Examine the service delivery model for the front desk and develop a new model that makes the most effective use of available resources while improving services to those coming to the front desk. The focus of the review will be on those people looking for assistance, citizens who need to speak with police without requiring police attendance, in order to provide resources on the road with more time for self-initiated police work.

Potential strategies include: finding a solution to manage the high volume of criminal record checks; incorporating volunteers into the front office; and reviewing the work being conducted by front desk staff.

Progress Report Q1:
This initiative should be combined with 2017: A-40

Progress Report Q2:
In January of 2017 a civilian Police Service Representative was added to the Front Desk to assist with clients walking up to the counter, phone calls, and the taking of calls. This addition has improved efficiency and reduced wait times. Hours of work have been shifted to align with busier periods and some work load has been added from other areas to improve service delivery. For example, this position now monitors the online reporting of traffic and driving complaints. Calls generated are then forwarded to the Traffic Sergeant for assignment and investigation.

This initiative is ongoing and will continue to be reviewed.

Progress Report Q3:
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<thead>
<tr>
<th>Work Plan Year:</th>
<th>2017</th>
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</thead>
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<tr>
<td>Initiative Number:</td>
<td>A-32</td>
</tr>
<tr>
<td>Initiative Title:</td>
<td>Development of Training Video(s) and Instruction for Members.</td>
</tr>
<tr>
<td>Division Responsible:</td>
<td>Administration</td>
</tr>
<tr>
<td>Section Responsible:</td>
<td>Records</td>
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</tbody>
</table>

### Key Strategic Priorities:
- Competency Development

### Progress Report Q1:
This Initiative has been placed on hold pending resource availability - see Initiative A34 PRIME Coordinator

### Progress Report Q2:
Related to A34 and on hold. See Q2 progress report for A34.

### Progress Report Q3:
Initiative Detail:
Recognizing that IT plays a key role in the delivery of police services, an IT Manager will be expected to lead in the application of innovative practices while planning for future enhancements to our technology practices and operations. Working with Human Resources and CUPE we work to create an except position of IT Manager to replace the current IT Supervisor in January of 2017.

Progress Report Q1:
The selection process has started with an anticipated completion and selection of an IT Manager by June 2017.

Progress Report Q2:
The selection process for and IT Manager is current and in progress. As a result of having to re-post this position it is now anticipated the successful candidate will be identified by the end of August 2017.

Progress Report Q3:
Work Plan Year: 2017  
Initiative Number: A-34  
Initiative Title: The addition of a PRIME Coordinator  
Division Responsible: Administration  
Section Responsible: Records  

**Key Strategic Priorities:**
Personnel

**PROGRESS:** DELAYED

**Initiative Detail:**
Saanich is the only agency in the Province without a dedicated PRIME Coordinator. The work has been generally managed by Administrative Staff, Manager of Administrative Services and Records Supervisor. Regular training initiatives are not being met and is currently done on an urgent requirement basis.

**Progress Report Q1:**
A proposal was submitted through the budget process and was not approved through the current process. We are currently seeking other options for supporting this initiative.

**Progress Report Q2:**
The Saanich Police Board approved funding for a temporary PRIME Coordinator position in June. We anticipate having the position filled by August 2017.

**Progress Report Q3:**
Initiative Title: Expansion of the WI-FI Network to the rear parking lot. (Linked to A-06)

Division Responsible: Administration
Section Responsible: Information Technology

Key Strategic Priorities: Technology

PROGRESS:
ONGOING

Initiative Detail:
Throughout the later portion of 2016 and early 2017 the Saanich Police will be implementing a security and mobile network connection product called Net motion. This will enable connection from the MDT’s in the cars to SPD’s main data network via the current “Prime” cellular network. Netmotion can also operate via a WI-FI network that can be located and service the back parking lot where the police cars reside. By utilizing the WI-FI network data costs that would be incurred over the cellular network would be eliminated. Also bandwidth and reliability of the WI-FI network over the cellular would also be greatly improved. This proposed Wi-Fi network will be an extension of our current existing Meraki wireless network. The infrastructure for this new WI-FI network already exits and it just needs the addition of “external” wireless access points.

Progress Report Q1:
The equipment required to enable WIFI expansion to the back parking lot has been sourced. This project should be completed by summer 2017.

Progress Report Q2:
The equipment required to expand WIFI to the back parking lot was installed and WIFI has been expanded into the back parking lot. This initiative is concluded.

Progress Report Q3:
Work Plan Year: 2017  
Initiative Number: A-36  
Initiative Title: Purchase Mobicontrol  
Division Responsible: Administration  
Section Responsible: Information Technology  

Key Strategic Priorities: Technology  

PROGRESS: ONGOING

Initiative Detail:
Mobicontrol is a product which manages remote devices. It has the ability to enforce security settings and provides enhanced security. It also provides administrators with the ability to remotely update devices that are managed by this service. There are at least 2 Police agencies using this product on the lower mainland Vancouver Police and Abbotsford. Saanich Police currently have 2 uses for this product:

• Manage the MDT’s in the cars.
• Manage remote devices attaching to SPD's main data network. (Laptops, Surface Pro’s etc.)

Progress Report Q1:
The underlying network infrastructure is currently being deployed and configured to support this project. Additional analysis is ongoing to determine the ability to control all remote devices. This portion of the project should be deployed in the Fall 2017 timeframe.

Progress Report Q2:
The completion of A34 was integral to required network infrastructure necessary to deploy Mobicontrol. We are now awaiting the arrival of new Cisco routers from our partners at PRIME-BC. These upgraded routers will allow for the configuration and installation of software necessary to connect and test the Mobicontrol solution. This initiative remains ongoing.

Progress Report Q3:
Initiative Title: Naloxone Kits

Division Responsible: Administration
Section Responsible: Exhibit Control

Key Strategic Priorities:

<table>
<thead>
<tr>
<th>Personnel</th>
<th>PROGRESS: COMPLETE</th>
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<tbody>
<tr>
<td>Community Engagement</td>
<td>PROGRESS: COMPLETE</td>
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Initiative Detail:

In an effort to reduce the risk of Fentanyl overdose by members of the public, and to safeguard our staff against inadvertent exposure to Fentanyl that could result in serious harm or death, Naloxone kits are now part of our Quartermaster Stores inventory. Frontline officers (Patrol, TSU, Canine, SLO and Bike Squad) members are required to deploy with a kit while on duty.

All sworn members are required to complete the recognized Canadian Police Knowledge Network course in order to administer Naloxone.

Additional training will be provided by certified Saanich Police trainer.

Progress Report Q1:

The Naloxone Kits have been placed in the equipment room for general sign out by on duty officers, and employees in higher risk roles have been issued with kits. Training has been provided to employees on the use of these kits, reporting, and signs/symptoms of an opioid overdose.

This initiative should be considered concluded.

Progress Report Q2:

Completed in Q1.

Progress Report Q3:
Initiative Title: Crime Prevention: Assessment of CORPP

Division Responsible: Community Liaison
Section Responsible: Crime Prevention

**Progress Report Q1:**

The new Crime Prevention officer started in her role during early January. She has been reviewing the previous years reports from the Coordinated Response to Problem Properties (CORPP) initiative. Training has been scheduled for late spring on the CPTED model (Crime Prevention Through Environmental Design). A program evaluation framework for CORPP will be developed and proposed later this year.

**Progress Report Q2:**

In 2016, the Crime Prevention Constable was asked to log the number of hours each CORPP process required from start to finish. Those hours for 2016 totalled 99 tracked hours for 6 properties fitting the CORPP mandate. The 2016 files are all concluded and have not required further police involvement.

For 2017, stats thusfar show 13 files are being addressed by the Crime Prevention Constable using the CORPP process. The current running tally shows 122 hours of work by the Crime Prevention Constable is dedicated to the process in addition to the other duties of the position.

Three of the 2017 files are now concluded, and one 2017 file had criminal charges forwarded to Crown Council as a formal remedy to the ongoing issue. That file itself will continue to be monitored as the court process unfolds and any police resource further will be tracked until the process closes to any resolution.

As with the concluded 2016 files, the completed 2017 files have not become a draw again on police resources.

This assessment will continue through the 3rd and 4th quarter.

**Progress Report Q3:**
Work Plan Year: 2017  
Target Start Date: 2017 Jan 01  
Initiative Number: C-30  
Target End Date: 2017 Dec 31  
Initiative Title: Bike Section: Graffiti - Community Paint-Out  
Division Responsible: Community Liaison  
Section Responsible: Bike Squad  

Key Strategic Priorities:  
Community Engagement  

PROGRESS: ONGOING

Initiative Detail:  
The Bike Section will work with the community, Saanich Public Works, Saanich Parks and Recreation, Block Watch and other community partners to complete two community “paint-outs” during Q2 and Q3.

Progress Report Q1:  
The Bike Section Graffiti Coordinator has submitted a proposal to the Civil Forfeiture Office seeking a grant to support a community mural. If successful, the grant would cover the cost of having youth artists paint the Seaton pedestrian tunnel under Highway 1, which is frequently vandalized with graffiti. This initiative will engage youth and provide a beautiful piece of art in the community.

The Bike Section Graffiti Coordinator is in the planning stages for community paint outs which will occur in Q2 & Q3 during weather which is more conducive to outdoor painting.

The incidences of graffiti in the municipality have remained about the same with crime prevention techniques employed in local hot spots.

Progress Report Q2:  
The BC Civil Forfeiture Office approved the grant to create the Seaton Tunnel community mural. The Bike Section Graffiti Coordinator has been working collaboratively with the Victoria Native Friendship Centre and the Saanich Arts, Culture & Heritage Committee in the planning stages for this project. The design will be brought in front of Saanich Council for final approval. The Victoria Native Friendship Centre and the Bike Section Graffiti Coordinator have been interviewing artists to complete the project.

Bike Section Graffiti Coordinator provided assistance to the Patrol Division and a known tagger was identified from the tag as well as other identifying features in an investigation. This file has been forwarded to Crown Counsel for consideration of criminal charges.

Progress Report Q3:
Initiative Title: Bike Section: Park Watch - Gorge Park

Division Responsible: Community Liaison

Section Responsible: Bike Squad

Key Strategic Priorities:
- Community Engagement

Progress Report Q1:
The evaluation of the pilot project in Gorge Park will continue in 2017. The strategy will continue to be to engage the Gorge-Tillicum Community Association as a key method to communicate the project and its objectives to area residents.

Progress Report Q2:
The community participation in Park Watch program at Gorge Park has not seen the involvement as anticipated. A mid-point assessment of the program has identified the lack of properties abutting the park as a contributing factor in local residents not joining the program.

A second pilot project was initiated in Brydon Park where residents requested participation given the proximity of houses to the park. The neighboring residents were interested given the frequency of youths congregating in the park at nighttime. This park has seen a satisfactory level of participation and this project location will continue to be monitored to determine its viability.

Progress Report Q3:
Initiative Title: Community Engagement: Increased Focus on Vulnerable Seniors

Division Responsible: Community Liaison

Section Responsible: Crime Prevention

Key Strategic Priorities:

<table>
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<tr>
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<th>Progress</th>
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<tbody>
<tr>
<td>Seniors Programs</td>
<td>ONGOING</td>
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<tr>
<td>Community Engagement</td>
<td>PROGRESS</td>
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Initiative Detail:

In addition to the crime prevention talks which are regularly presented and repeated to seniors groups in retirement homes and public facilities such as libraries and recreation centres, our new focus will be to identify and present to more vulnerable seniors in the community. Our present and future involvement in helping to formulate the new Older Adults Strategy led by Saanich Parks and Recreation will help to identify and reach out to some of the people who can be missed or overlooked due to these gaps. This will further enhance our delivery of seniors programs, in keeping with this area being one of the key Strategic Priorities in our current Strategic Plan.

Progress Report Q1:

The Crime Prevention Constable position was staffed by a new officer starting in January. Since joining the section, the CP Constable has been establishing relationships with local stakeholders such as Island Health, Victoria Community Response Network, Saanich Parks and Recreation, and private senior care centers.

With this groundwork in place the CP Constable will be able to develop and implement programs tailored to both able seniors, and vulnerable elderly.

Progress Report Q2:

During the past 6 months the Crime Prevention Constable has connected with numerous groups connected to seniors and their interests. There has been active involvement with the BC Community Response Network and their annual World Elder Abuse Awareness Day. The Crime Prevention Constable has also attended special events such as the Alzheimer's Society fundraising breakfast and numerous talks with the officers assigned to the Financial Crimes Section at various seniors residential units as well as independently at the AGM of the Luther Court Society.

Meetings with the co-ordinator at the Broadmead Lodge, who also represents the “Better at Home” society, were held to learn about their projects and there are efforts being made for a “seniors awareness” training day for Saanich officers and staff. To this end, the Crime Prevention Constable has spoken with a representative at Island Health (Seniors Outreach Team) and a local expert on aging to figure out the best approach for this kind of training.

Saanich Parks has just spent 18 months surveying the aging population of Saanich through town halls, public forums and surveys. The Crime Prevention Constable has connected with the staff involved in this project from Saanich Parks with the is to mine the data to see how Saanich Police can utilize it for our own purpose in terms of population, concerns, etc.

This is all for the benefit of officers and civilian staff who are continually encountering files dealing with seniors.
issues and needing to respond appropriately.

Additionally, the Crime Prevention Constable and Sergeant are tasked with reviewing a significant report from the Montreal Police Department in regards to policing and seniors to determine if Saanich Police can use any of the Montreal suggestions.

Further ideas that are of value moving forward:

- Local wandering registry for Alzheimer’s patients
- Training day
- Montreal Police plan incorporation

Progress Report Q3:
Youth & Schools: Social Media and the Internet - Safe Choices

Division Responsible: Community Liaison

Initiative Detail:
Educate students in middle schools regarding the hazards and pitfalls of accessing Social Media sites, posting personal photos and personal information.

Progress Report Q1:
Since the beginning of the school year, the Saanich Police School Liaison officers have been working diligently with their respective schools in providing presentations and engaging in active dialogue with kids about social media and the pitfalls that come with social media use. Officers have also been attending courses, both during the work day and after hours, to gain more knowledge of different apps and websites, and how to present the information to students and parents.

Progress Report Q2:
During the last three months the School Liaison officers have engaged middle school and high school children with presentations geared towards social media safety and how not to put themselves in awkward and vulnerable situations when using social media. These officers have also been part of several discussions with students, parents, and administration staff at the schools when individual students have not heeded the warnings of the School Liaison officers and put themselves or someone else in a vulnerable position.

Progress Report Q3:
Initiative Title: Youth & Schools: Personal Protection & Awareness Program - Mount Douglas Secondary School
Division Responsible: Community Liaison
Section Responsible: School Liaison

Initiative Detail:
The intent of this program is to educate these young women firstly on productive decision making, situational awareness and how to acknowledge environmental warning signs through their "women's intuition". Evolving past the theory component of this program, the students will be taught the benefits of body language, voice command and personal boundaries. A further evolution will be hands on techniques taught to keep these young female community members as safe as possible during times of unwanted or spontaneous conflict.

Areas of instruction covered will consist of:
Environmental Position
Stances
Body Language
Body Positioning
Identifying Escape Routes
Wrist Grab Releases
Clothing Grab Releases
Hair Grab Releases
Choke Defence
Hand Strike Techniques
Leg Strike Techniques
Ground Fighting Defence (associated to sexual assaults)

At the conclusion of the initial 8 week program, the class will be promoted to grade 11 and 12 female students to attend, on their spare time, during "flex block".

Progress Report Q1:
The Girls Self Defense programming is now in its 4th of 8 weeks at Mt Doug. The student and teacher feedback has been extremely positive. The inclusion and participation of the students has extended throughout the school, now generating requests to work with more of the student body in future.

Progress Report Q2:
The conclusion of 3 full term programs has now been completed. Eight (8) week sessions in 2 Grade 9/10 Girls Phys Ed classes, as well as an 8 week "flex block" program for the grade 12 girls.

The program was incredibly well received by both the students attending and several administrators that viewed or joined in the classes. Full feedback reports were constructed by the Phys Ed department heads and noted that the participant feedback was overwhelmingly positive.

The girls noted their heightened situational awareness, self reliance, self respect, and new abilities to keep themselves safe in times of mental and physical crisis was incredibly valuable and a direct reflection of the course content, partnered with their hard work and dedication to the classes.

Mt Doug has already requested a full program repeat for next school year.

Progress Report Q3:
Initiative Title: Youth & Schools: Identify accessibility gaps in the addiction and mental health programs for high risk youth.

Division Responsible: Community Liaison

Section Responsible: Youth

Key Strategic Priorities:

| Initiative Number: C-35 | Key Strategic Priorities: Working with Youth |

Progress Report Q1:
There have been further gaps identified in the system as it pertains to youth at risk. A number of Vancouver Island youth who have been incarcerated at the Youth Detention Centre in Burnaby have been assaulted while in custody. With no correctional centre on Vancouver Island for our youth, they are being housed with violent and gang entrenched young offenders from the Lower Mainland.

Another gap identified is that drug addicted youth on methadone or suboxone are having difficulty gaining access to detox centres locally in the CRD.

Progress Report Q2:
There are a limited number of mental health services in British Columbia that are available for youth that are suffering with mental health issues. Two of the limited services include the outpatient services at Anscombe and the inpatient services at Ledger. As both of these provide services for Vancouver Island there are excessive waits in both "programs". Maples on the lower Mainland also provides mental health services and the wait for that facility is 6 months. As a result the youth are in severe crisis before they can access any help.

Progress Report Q3:
SAANICH POLICE
2017 Annual Work Plan Quarterly Report

Work Plan Year: 2017
Initiative Number: C-36
Initiative Title: Community Engagement: Diversity and Inclusion
Division Responsible: Community Liaison
Section Responsible: Community Liaison

Key Strategic Priorities:
Diversity

Target Start Date: 2017 Jan 01
Target End Date: 2017 Dec 31

Initiative Detail:
The Saanich Police recently joined the Canadian Centre for Diversity and Inclusion (CCDI). This is the leading non-profit organization in Canada that is working to help organizations like the Saanich Police become more diverse and inclusive. CCDI offers access to a vast library of information on diversity and inclusion, webinars on diversity topics, conferences and work shops. Members of the Saanich Police Community Engagement Division will participate in some of the programs offered through CCDI and then will communicate out to the rest of the organization on their findings to raise awareness of diversity and inclusion issues throughout the department.

Progress Report Q1:
Through our new membership with the CCDI (Canadian Centre for Diversity and Inclusion), three Webinars on Unconscious Bias and Gender Inclusivity were shown in the Kirby Room during the first quarter. Approximately 20 employees participated in these learning opportunities. Topics included the fundamentals of unconscious bias and its effects on the workplace, along with a second session and a separate gender inclusion Webinar which were specifically developed for individuals working as Human Resource managers and leaders.

Many community engagement activities and events were attended during the first quarter. A few highlights were the Africa Celebrates! Event at Garth Homer Centre, the Thrive’n Basketball Camp at the Victoria Native Friendship Centre (VNFC) and a number of Indigenous-related educational and training sessions at the UVic First Peoples House, the VNFC and the Songhess Wellness Centre.

Progress Report Q2:
A number of new diversity activities and partnerships have occurred. A seminar called “Explore Islam” was attended through International Student Services at the University of Victoria. Another personal safety and awareness seminar was delivered for international students in UVIC Continuing Education.

In partnership with Saanich Recreation, an all-bodies basketball skills camp was presented with a focus on transgender young people and police got together with a youth group from the InterCultural Association of Greater Victoria. Saanich Police helped sponsor a 15 minute video on regional diversity by partnering with the DiverCity Victoria project through Leadership Victoria. A four-day basketball skills camp was presented in late June with the Victoria Native Friendship Centre. Two of our officers were honoured to be included in a ceremonial canoe paddle across the Inner Harbour in Victoria, to help commemorate the opening of the Aboriginal Cultural Festival.

Progress Report Q3:
Work Plan Year: 2017
Initiative Number: D-03 / 2016 D-03
Initiative Title: Create Redundancy for Strategic Crime Analyst Position

Division Responsible: Detective
Section Responsible: Detective

Key Strategic Priorities:

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<tr>
<td>Investigative Capacity</td>
<td>PROGRESS:</td>
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<tr>
<td>Crime Analysis</td>
<td>ONGOING</td>
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Initiative Detail:
Work toward maintaining the current level of service provided by the crime analyst by ensuring there is no void in service when this position is vacant due to leave or other circumstances.

Progress Report Q1:
At this point a staff member has not been identified to backfill the Crime Analyst position. With the position changing to a different bargaining unit, a staff member from the Records Section will not be able to perform the backfill. Options are being explored but a decision has not been reached.

Progress Report Q2:
No update for this quarter.

Progress Report Q3:
Initiative Title: To Educate the Vulnerable Members of the Community in Relation to On-Line Dating, Fraud and Door to Door Solicitation Scams.

Division Responsible: Detective

Section Responsible: Financial Crimes

Key Strategic Priorities:

Investigative Capacity
Community Engagement

PROGRESS:
OBJ ACHIEVED/ONGOING

Initiative Detail:

1. Financial Crimes staff will continue to work with Crime Prevention staff to meet with seniors and raise awareness on the risks they face and strategies to avoid being victimized.

2. Financial Crimes Staff will identify and liaise with outside agencies whose clients are, or could be the targets of frauds. A plan will then be formulated to provide programs to raise awareness on the risks they face and strategies to avoid being victimized.

3. Provide information to local businesses on how to recognize, prevent and report frauds, by utilizing Saanich Business Watch and presenting an in house workshop.

Progress Report Q1:

At the end of 2016, members of the Financial Crime Section approached Don Mellings, head of the International Student Program at the University of Victoria, about presenting to their international students. Mr. Mellings was advised that during the course of the year, a number of files relating to international students had been observed and it was believed that presentations relating to fraud awareness could assist in preventing further incidents. The response from Mr. Mellings was positive and on January 11, 2017 the members presented as part of the orientation session provided by UVIC to their newly enrolled international students. The presentation went well and was attended by approximately 70 students, all of whom were receptive to police presence and to the handouts provided to them.

The members have since been asked to take part in the April 2017 session for incoming students.

Progress Report Q2:

On April 12, 2017 member of the Financial Crimes Section attended and took part in a second orientation session for newly enrolled international students at UVIC. The students were split into two groups of approximately 80 students and each group was provided information on credit and debit card safety, current scams and how to report incidences of fraud. The members have been asked to take part in the upcoming orientation event that will take place July 2017.

Progress Report Q3:
Initiative Title: Connect with the business community to reduce victimization

Division Responsible: Detective

Section Responsible: Financial Crimes

Initiative Detail:
To continue hosting information sessions for small business owners and store managers. The purpose of these sessions would be to educate the owners and managers about financial crime trends affecting local businesses and to provide information on how they and their staff can prevent fraud.

Progress Report Q1:
Due to the current work load within the section, members have not had the time to work on this initiative.

Progress Report Q2:
Sgt. Phillips has been working with the coordinator for Business Watch and has prepared an information segment that will be added to the summer newsletter, that is received by all of the businesses enrolled in this program. This segment provides information on the business presentations that the Financial Crimes Section can provide, which include credit and debit card fraud prevention, counterfeit currency detection and point of sale device theft and compromises. The businesses have been asked to contact Sgt. Phillips directly if they are interested in this service and would like to schedule a session either as an individual business or as a collective group.

Progress Report Q3:
2017 Annual Work Plan Quarterly Report

Work Plan Year: 2017
Initiative Number: D-11 / 2016 D-11
Initiative Title: Reduce victimization of seniors
Division Responsible: Detective
Section Responsible: Financial Crimes

Key Strategic Priorities:
Seniors Programs

PROGRESS:
ONGOING

Initiative Detail:

Financial Crimes staff will continue to work with Crime Prevention staff to meet with seniors to raise awareness on the risk they face and strategies to avoid being victimized. Evaluations will be offered at the presentations to assess the impact.

Progress Report Q1:

Members of the Financial Crimes Section, along with the Crime Prevention officer, were invited to the Senior's Expo held by Berwick House. The members have been involved with this endeavour for the past three years and find this event extremely popular both with the residents of Berwick, and those who live within the community. Approximately 100 people were in attendance and were appreciative of the police presence. The members answered questions about telemarketing frauds, elder abuse, and various other scams. A wide range of pamphlets were distributed to the participants. The next scheduled seniors presentation is April 20, 2017.

Progress Report Q2:

The Financial Crimes Section and the Crime Prevention Officer have taken part in two senior presentations during Q2. The first at the Victorian Retirement home where members were asked specifically to discuss the topics of internet and banking safety. A second presentation will be scheduled at the Victorian this fall to discuss elder abuse. The second presentation took place at the Hillside Seniors Centre and consisted of a group of mainly Saanich residents who have visual and hearing impairments. The topics of discussion included, current frauds, elder abuse and identity theft. Both groups were extremely interested in the information being presented and engaged in discussion with the presenters.

The Financial Crimes Section had also been invited to present at "The Power of One," a one-day event for single women over 50, which was to be held at the University of Victoria on June 2, 2017. However, the event has now been rescheduled to October 14, 2017. This event will include seven guest speakers, presenting on a variety of topics, such as investing, real estate, travelling and fitness. The members of the FCS will include in their presentation, online dating frauds, identity theft and current financial frauds affecting this age group. Upon being notified of the change of date, the coordinator of the event commented on the number of participants who had specifically mentioned their interest in the topics being presented by the police.

Progress Report Q3:
Initiative Title: Target Prolific Offenders

Division Responsible: Detective

Section Responsible: Street Crime Unit

Key Strategic Priorities:
Investigative Capacity

Progress Report Q1:
Work on this initiative continues by the Property Crimes Unit. Cst. Symonds is assigned to liaise with the Intel Unit and outside partners. A prolific offender was recently identified by investigators and Intel and was added to the program for increased monitoring.

Progress Report Q2:
Since the beginning of this year the Street Crime Unit has taken on a new Offender which required a full Bail Package. Members of the Street Crime Unit continue to attend monthly meetings when the intel unit is unavailable. Most of the offenders that we monitor have been in custody this quarter.

Progress Report Q3:
Initiative Title: Enhance building security

Initiative Detail:
The "Saanich Police Building Security Committee Final Report" will be reviewed by Senior Officers who will decide on which recommendations to implement. Building security at the front desk will be included in this assessment.

Progress Report Q1:
Funding was secured in the 2017 budget to move forward on security improvements to the front desk area, cctv, and door security. Further funding has been requested for security fencing. Consultants have been engaged to provide plans and costing for the security improvements. The process should go to tender in Q2 if costing is within scope.

Progress Report Q2:
Site visits and meetings between staff, project managers, architects, and engineers occurred during Q2. It is anticipated the tender process will be complete and a proponent selected during Q3.

Progress Report Q3:
2017 Annual Work Plan Quarterly Report

Work Plan Year: 2017
Initiative Number: O-03 / 2016 O-03
Initiative Title: Review of Integration Opportunities
Division Responsible: Office of the Chief Constable
Section Responsible: Office of the Chief Constable

Key Strategic Priorities:
- Business Process Analysis

PROGRESS:
ONGOING

Target Start Date: 2015 Jan 01
Target End Date: 

Initiative Detail:
To meet with regional partners to identify areas where there is potential for mutual benefit in terms of improvements in efficiency, effectiveness and economics. Consistent with the Strategic plan, we will not commit to any initiative that will, upon analysis, be seen to diminish service levels to any of the partner jurisdictions.

Progress Report Q1:
A review of the intelligence and crime analysis functions was initiated in 2016 but delayed due staffing capacity. This study is expected to be completed by the end of Q2.
Funding has been requested in the 2017 budget to support further studies of regional policing integration initiatives.
A significant milestone was achieved through reaching an agreement to integrate / consolidate police dispatch and 9-1-1 for the region. This project has received commitment from all police and the CRD in the region and is targeting Q1 2019 for a go live date.

Progress Report Q2:
A review of the intelligence and crime analysis functions is in-progress and expected to be complete in Q3. The consolidated police dispatch project is underway with a target date of early 2019.

Progress Report Q3:
**Initiative Title:** Public Safety Building Remediation Project

**Division Responsible:** Office of the Chief Constable

**Initiative Detail:**

In 2011 the original detail looked to secure the commitment and resources required to start planning for improvements to the public safety building by 2013. While there is no specific set plan in place it is recognized this is a priority in the mix of other municipal infrastructure that is in need of remediation. This initiative will be used to check in with municipal staff on the status of the priority of this project, and to ensure planning starts at the first opportunity.

**Progress Report Q1:**

This initiative is now part of a greater municipal facilities master plan program. Many critical facilities in the municipality have been assessed in consideration of establishing needs and priorities for the next 20 years. Priorities will be set based on set criteria and plans will be developed to meet those needs and priorities in the coming years. Updates for this initiative will flow from the municipal facilities master plan process. It is expected that a report to Council will ready by the end of 2017.

**Progress Report Q2:**

Nothing further to report beyond that which was reported in Q1.

**Progress Report Q3:**
### Work Plan Year: 2017

| Initiative Number: | O-05 / 2016 O-05 | Target Start Date: | 2012 Jan 01 |

**Initiative Title:** Work with the Saanich Police Board and Council to implement a multi-year staffing plan.

**Division Responsible:** Office of the Chief Constable

**Section Responsible:** Office of the Chief Constable

**Key Strategic Priorities:**

| Personnel | PROGRESS: ONGOING |
| Core Functions | |

**Initiative Detail:**

Work with the Saanich Police Board and Council to implement a multi-year staffing plan.

---

**Progress Report Q1:**

Two positions were submitted in the 2017 budget process. A decision on these positions is expected in Q2. A robust staffing plan will align with the new Strategic Plan, which is expected to be completed by the end of Q3. There are several gaps in programming resources that remain from the existing staffing and strategic plans that will be evaluated in consideration of the new Strategic Plan. A full staffing plan is expected by the end of 2017.

**Progress Report Q2:**

Funding two new positions created some challenges in terms of budget approval. This resulted in the need to explore other funding options, including temporary funding, as an interim measure to bridge the gap between 2017 and 2018 when the budget request will be resubmitted.

**Progress Report Q3:**
<table>
<thead>
<tr>
<th>Initiative Number:</th>
<th>P-02 / 2016 P-02</th>
<th>Target Start Date:</th>
<th>2015 Jan 05</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiative Title:</td>
<td>Develop a Saanich Police Departmental Operations Centre (DOC) Plan</td>
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<tr>
<td>Division Responsible:</td>
<td>PSAP</td>
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<td>Section Responsible:</td>
<td>Research and Planning</td>
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</table>

**Key Strategic Priorities:**

- Post Disaster

**Initiative Detail:**

The research and planning component of the Professional Standards Division (PSD) will, using the Saanich Fire Department DOC template, create a Saanich Police DOC that will compliment the municipal EOC. PSD will work with Saanich Fire and other departments of the municipality as necessary to create a DOC.

**Progress Report Q1:**

The Saanich Police DOC plan has been approved. The physical space has been freed up and is currently awaiting furniture before becoming operational.

**Progress Report Q2:**

The DOC is still awaiting furniture before it becomes operational. The opening of the DOC has been somewhat delayed related to technological requirements for video conferencing.

**Progress Report Q3:**
2017 Annual Work Plan Quarterly Report

Work Plan Year: 2017  
Target Start Date: 2014 Jan 06

Initiative Number: P-05 / 2016 P-05  
Target End Date:

Initiative Title: Dissemination of public information in a major emergency.

Division Responsible: PSAP

Progress Report Q1:
No action has been taken on this initiative in the first quarter.

Progress Report Q2:
No action has been taken on this initiative in the second quarter.

Progress Report Q3:

Initiative Detail:
Promote collaboration amongst Saanich Emergency Program, Police, Fire, Corporate Services, and other Municipal Departments to develop policies and capacities for the dissemination of public information in a major emergency—including the effective use of social media and other mediums to engage the community and allow timely and accurate two-way information sharing.

PROGRESS:
DELAYED
Initiative Title: Development of the 2017-2021 Saanich Police Strategic Plan

Division Responsible: PSAP

Section Responsible: Research and Planning

Key Strategic Priorities: Core Functions

Progress Report Q1:
A preliminary outline of the 2017-2021 Strategic Plan has been developed and next steps are dependent on finalization of the new Key Strategic Priorities (KSP). A review of past KSPs was conducted to identify priorities of relevance for the new plan and make recommendations for new strategic priorities. Once approved internally, the recommended 2017-2021 KSPs will be sent to the Strategic Plan Steering Committee for review.

Progress Report Q2:
The Police Board has reviewed the first draft of the strategic plan where it was agreed it would become the 2018-2022 plan. The plan is now being worked on by the graphic design company Reber Creative and will be presented to the board again in August/September. The anticipated release date is October, 2017.

Progress Report Q3:
### Initiative Title:
Restructuring of the Annual Work Plan

### Division Responsible:
PSAP

### Section Responsible:
Professional Standards

### Key Strategic Priorities:
- Business Process Analysis

### Work Plan Year:
2017

### Target Start Date:
2017 Mar 01

### Target End Date:
2017 Jul 31

### Initiative Detail:
After further consultation about the proposed modifications the Annual Work Plan will be revamped with the assistance of Sally Horton.

### Progress Report Q1:
Due to higher priority initiatives, it is expected that work on this initiative will begin in quarter three.

### Progress Report Q2:
An initial review of the Annual Work Plan commenced in Q2. The project will continue in Q3.

### Progress Report Q3:
Initiative Title: Upgrade the Intranet search capability functions.

Division Responsible: PSAP

Section Responsible: Research and Planning

Key Strategic Priorities:

| Technology | PROGRESS: | ONGOING |

Initiative Detail:
The Research and Planning constable will work with outside consultants to review the different options for increasing search capabilities for the Intranet. When the best option has been identified implementation and training will be completed.

Progress Report Q1:
The software platform that is running the SPD Intranet is several years and versions out of date. Newer search engines are not compatible with the older software. An upgrade to the software is not possible without a rebuild of the Intranet due to it being so far out of date.

Work has been done on exploring new designs for the Intranet which will place information that employees need in the forefront, while upgrading existing functions. Consultation will take place with Department management and employees to determine the desired outcome.

Research is still ongoing as to how other agencies and large corporations make their documents searchable. We should start to see some positive progress into Q2.

Progress Report Q2:
Further research has been conducted in regards to what other agencies are doing in this regard as well as IT solutions that can provide these services.

This initiative is ongoing.

Progress Report Q3:
Work Plan Year: 2017  
Initiative Number: P-18  
Initiative Title: Upgrade the Saanich Police Web page  
Division Responsible: PSAP  
Section Responsible: Research and Planning  

Key Strategic Priorities:
- Technology
- Community Engagement

PROGRESS:
- DELAYED

Initiative Detail:
The Research and Planning constable will work with outside consultants to review the different options for updating the Saanich Police Web page. When the best option has been identified implementation will be completed.

Progress Report Q1:
No action in Q1. Discussion to take place with management to determine desired results.

Progress Report Q2:
This project will likely coincide with upgrades in P-17.

Progress Report Q3:
Initiative Title: Additional Civilian Research and Policy Analyst

Division Responsible: PSAP
Section Responsible: Research and Planning

Initiative Detail:
Saanich Police Professional Standards Division workload has increased dramatically as a greater demand has been placed on police throughout North America to make and justify decisions on reliable evidence based research. With the addition of one Research and Policy Analyst in 2014 we have only begun to scratch the surface of the demand in this area. When this position was created in 2014 it was envisioned that policy analysis and auditing would be a strong component of the job responsibilities. What we have found to date is, because of the demands for research, policy analysis and auditing responsibilities are only being completed on a priority basis. The current workload for one Research and Policy Analyst is not sustainable. We do not have the capacity to conduct proactive policy analysis or audits leaving the department exposed to potential risk and litigation. The addition of a second position will allow us to keep up with demand and be proactive in areas that often come under high scrutiny.

Progress Report Q1:
Budget discussion are still in progress at the Municipal level. The additional Civilian Research and Policy Analyst has survived the first round of cuts.

Progress Report Q2:
The additional full time Civilian Research and Policy position was not approved in the budget at the Municipal Council level. Due to workload demands the Police Board has approved funding the additional position on contract out of the current police budget until June 2018. A resource request for the new position will be forwarded again for the 2018 budget.
This initiative is concluded for 2017.

Progress Report Q3:
Initiative Title: Firearms Instructor First Aid Training
Division Responsible: Staff Development

Initiative Detail:
2015 initiative #S-02 focused on providing enhanced first aid training to departmental Firearms Instructors. However this initiative will include research of best practices to ensure that that all options for identifying the most appropriate and cost-effective first aid and range safety have been considered.

Progress Report Q1:
During Q1 Staff Development research of WorkSafeBC requirements confirmed that any firearms training activity for 2 - 15 workers requires that a first aid attendant with Level 1 OFA certification must be present. Staff Development contracted with an external service provider to provide one-day of first aid training for all Saanich Police Firearms Instructors. Two sessions were held in early March and all Firearms Instructors are now certified as Level 1 Occupational First Aid Attendants for three years. As a result, Saanich Police firearms training will be in compliance with WSBC regulations as long as any one Firearms Instructor is present.

This initiative is essentially concluded. The only remaining task is to confirm with WorkSafe BC the implications for off-duty individual firearms training and the Training NCO is currently working on this aspect. This is expected to be completed during Q2, at which time this initiative will be concluded.

Progress Report Q2:
The training component of this initiative was completed during Q1. The WorkSafe BC aspect is stalled due to the difficulty of obtaining clear direction from them regarding the first-aid requirements for off-duty firearms training. Ongoing.

Progress Report Q3:
**Initiative Title:**
Review and determine if the current medical testing utilized for candidates is consistent with current standards.

**Division Responsible:**
Staff Development

**Section Responsible:**
Staff Development

**Key Strategic Priorities:**

<table>
<thead>
<tr>
<th>Initiative Number</th>
<th>PROGRESS:</th>
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<tr>
<td>S-08 / 2016 S-08</td>
<td>ONGOING</td>
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**Initiative Detail:**
To research the various testing options available and identify a process that is consistent with industry standards.

**Progress Report Q1:**
No activity in relation to this initiative during Q1.

**Progress Report Q2:**
Research into this initiative was conducted during Q2. Queries with other Island agencies (CSPD, VICPD) revealed that they are currently submitting their applicants to an agency in Vancouver where much more extensive testing is being conducted. This testing takes several hours to complete and measures strength, aerobic capacity, range of motion, back fitness, risk of coronary heart disease, and includes a full blood panel. This testing is much more thorough than our current local testing, but comes at a much higher price to the organization. We currently pay $160 per candidate for medical testing through The Viewmont Medical Clinic. The cost to the organization for testing in Vancouver is currently $700 per candidate.

In Q3, the advantages/disadvantages of changing our policy will be reviewed. This initiative and the costs associated with change will be discussed further with the OIC of Staff Development in an effort to make a decision on whether we remain with our current testing procedure or consider changing our practice to be more in line with other police agencies.

**Progress Report Q3:**
Work Plan Year: 2017  
Initiative Number: S-27  
Initiative Title: Deliver "British Columbia Fair and Impartial Policing" (BC FIP) training to Saanich Police personnel  
Division Responsible: Staff Development  
Section Responsible: Response Options-Training  

Key Strategic Priorities:

Personnel
Competency Development
Community Engagement

PROGRESS:

ONGOING

Initiative Detail:

BC FIP consists of one day of classroom-based training to be delivered in-house. This course is "strongly recommended" for all serving police officers in British Columbia. All members of the target group should complete this course within three years of the course being launched. Monitoring of officer attendance will form part of a suite of provincial performance measures for the promotion of unbiased policing in the province. BC FIP is also suitable and encouraged for all police employees who may have contact with the public.

Progress Report Q1:

During Q1, a Part III Order was published seeking expressions of interest for members willing to serve as Fair and Impartial Policing training facilitators. Applications have been received and vetted by the Training NCO and four instructors will be identified for the JIBC trainers course to be held during Q4.

Progress Report Q2:

Four instructors have been identified and will attend a trainer's course in October 2017, in preparation to deliver Fair and Impartial Policing as mandatory training for all sworn personnel in 2018.

Progress Report Q3:
Work Plan Year: 2017  
Initiative Number: S-28  
Initiative Title: Introduce "Leadership in Police Organizations" (LPO) Program as leadership development training for Saanich Police supervisors  
Division Responsible: Staff Development  
Section Responsible: Staff Development

### Key Strategic Priorities:

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<thead>
<tr>
<th>Personnel</th>
<th>Competency Development</th>
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<tr>
<td></td>
<td>PROGRESS: DELAYED</td>
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### Initiative Detail:

The "Leadership in Police Organizations" (LPO) Program is the IACP's flagship leadership development program. The program is three weeks long and offers a scientific understanding of what leadership is. LPO is modeled after the training concept of dispersed leadership ("every officer a leader") and delivers modern behavioral science concepts and theories uniquely tailored to the law enforcement environment. Training curriculum focus includes: Leading Change, The Individual System, Effective Followership, Group Socialization, Intergroup Conflict Management, Fair and Impartial Policing, Communication and Counseling Skills, and Creating an Ethical Culture.

### Progress Report Q1:

No progress in Q1. OIC of Staff Development to make inquiries and conduct further research with VPD and IACP regarding options for delivering LPO program locally.

### Progress Report Q2:

No activity to report in relation to this initiative during Q2 as a result of commitment to recently-concluded promotional competition. OIC of Staff Development will research program options during Q3.

### Progress Report Q3:

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Thursday, August 31, 2017  
Page 41 of 51
Initiative Title: Use Intelligence-led Policing to improve Crime Reduction Strategies

Division Responsible: Uniform
Section Responsible: Patrol

Key Strategic Priorities:

- Crime Analysis
  - PROGRESS: ONGOING
- Business Process Analysis

Initiative Detail:
Use data analysis to allow for Intelligence Led policing strategies, which will focus patrol resources on areas where crimes and other problems occur.

Progress Report Q1:
Members of the Patrol Division continue to receive daily and weekly intelligence updates from the Crime Analyst that identifies calls for service, crime patterns, and potential suspects. This information is then used by the Patrol Division supervisors to develop coordinated intelligence led responses to areas experiencing patterns of crime and in locating viable perpetrators.

In addition, the Officer in Charge of the Patrol Division has been working with the Department's Research Analyst in comparing current staffing levels with the demand for calls from the public. The intent of this activity is to ensure that staffing levels support peak policing activities and to consider any potential changes that would support optimal staffing levels.

Progress Report Q2:
Members continue to use crime data created through PRIME and analyzed by the Department's Intelligence Section to identify prolific offenders and crime hot spots in the municipality. This allows the purposeful focusing of resources.

Progress Report Q3:
Initiative Title: Increase time for Patrol officers to conduct self-initiated, pro-active, intelligence-led initiatives.

Division Responsible: Uniform

Section Responsible: Patrol

Key Strategic Priorities:
- Business Process Analysis
- Core Functions
- Personnel

Initiative Detail:
Continue to identify strategies to increase the discretionary time officers have to focus on the issues that need attention in their areas of responsibility.

Use discretionary time to engage in innovative strategies to further reduce crimes and other problem activities.

Progress Report Q1:
A number of activities are taking place to support the increase in time for Patrol Officers to conduct self-initiated, pro-active, intelligence-led initiatives. This includes:

1) Continued work with Island Health, through the Police Partnership and Working Committee, in supporting changes to service delivery models that will reduce police wait times at health care facilities, especially in relation to supporting people dealing with mental health and addiction.

2) Working towards the addition of one Constable position to each of the four Patrol Shifts that will assist in reducing individual call load per member thus allowing for increased time to focus on self-initiated, pro-active and intelligence led activities.

Progress Report Q2:
Building on first quarter activities, a new constable position has been added to each of the 4 Patrol shifts that will create additional uncommitted time for Patrol officers so they can conduct more pro-active and intelligence policing activities.

Progress Report Q3:
Platoon Staffing and Resource Tracking

Initiative Title:

Platoon Staffing and Resource Tracking

Initiative Detail:

Platoon and Traffic supervisors will document the assigned activities of their staff on a spreadsheet allowing an informed assessment of what staff are spending time on. The focus of the spreadsheet is on collecting data to differentiate between deployable hours assigned to active duty and hours assigned to other duties which do not result in staff being deployed on active duty.

Progress Report Q1:

The four Patrol Platoon and Traffic supervisors continue to document the assigned activities of their staff on a spreadsheet. This allows for an informed assessment of what staff are spending time on and includes training, court, and various other commitments that impact staffing levels. This will assist in developing alternate deployment and staffing models designed to deliver optimal service to the community.

Progress Report Q2:

This activity is ongoing.

During this reporting period, a detailed and structured Patrol workload study has started. This work is being done under the direction of the Professional Standards Division. Patrol officer activities and deployment data are being collected by Saanich Police Summer Students which will be analyzed by the Department’s Research and Planning Section with the intent of gaining a better understanding of our current deployment model.

Progress Report Q3:
Initiative Title: Develop and provide training to patrol officers on the Adult Guardianship Act and its application regarding older persons that are vulnerable and/or at risk.

Division Responsible: Uniform

Section Responsible: Patrol

Key Strategic Priorities:

<table>
<thead>
<tr>
<th>Priority</th>
<th>Progress</th>
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<tbody>
<tr>
<td>Crime Analysis</td>
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<tr>
<td>Competency Development</td>
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<tr>
<td>Seniors Programs</td>
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Progress Report Q1:

An online course on Elder Abuse was reviewed and identified as a potential course for patrol officers to complete in order to help develop the knowledge, skills, and judgement to respond effectively to incidents of elder abuse. Patrol Division will liaise with the Crime Prevention Officer in the Community Engagement Division to explore in-service training for patrol officers on the Adult Guardianship Act, and its application regarding older persons that are vulnerable and/or at risk.

Progress Report Q2:

Patrol Division and the Crime Prevention Officer of the Community Engagement Division have been reaching out to community resources to discuss having community partners participate as presenters as part of the in-service training for patrol officers.

Progress Report Q3:
Work Plan Year: 2017
Initiative Number: U-13 / 2016 U-13
Initiative Title: Upgrade work environment and furnishings of the Staff Sergeant's office.

Division Responsible: Uniform
Section Responsible: Patrol

Key Strategic Priorities:

<table>
<thead>
<tr>
<th>Priority</th>
<th>Progress</th>
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<tbody>
<tr>
<td>Business Process Analysis</td>
<td>PROGRESS:</td>
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<tr>
<td>Personnel</td>
<td>ONGOING</td>
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<tr>
<td>Technology</td>
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Initiative Detail:
Work with vendors to develop a design, similar to the OIC Administration office and the OIC Patrol office, which maximizes the use of space available and allows for digital and interpersonal business activities to seamlessly occur.

Progress Report Q1:
During the past three months, various design upgrades to the Staff Sergeant's office have been considered. Recently, a final design has been accepted by the Staff Sergeant cadre and the Officer in Charge of the Patrol Division. The implementation of these upgrades will be incorporated into the overall budget and renovations for the redesign of the Front Desk area and other portions of the existing police building at 760 Vernon Ave.

Progress Report Q2:
Planning and cost analysis for this initiative is ongoing. Work is expected to begin in Q3 and Q4 of this year.

Progress Report Q3:
**Work Plan Year:** 2017

**Target Start Date:** 2016 Jan 01

**Initiative Number:** U-14 / 2016 U-14

**Target End Date:**

**Initiative Title:** Purchase and deploy a new Traffic Safety Unit crash and crime scene mapping system that is supported by an unmanned aerial vehicle (UAV)

**Division Responsible:** Uniform

**Section Responsible:** Traffic Safety Unit

**Key Strategic Priorities:**

<table>
<thead>
<tr>
<th>Priority</th>
<th>Progress</th>
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<tbody>
<tr>
<td>Road Safety</td>
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<tr>
<td>Technology</td>
<td>ON TRACK</td>
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<tr>
<td>Investigative Capacity</td>
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**Initiative Detail:**

The ability to fly over crash scenes, emergency scenes and crimes scenes with advanced mapping technology improves the capacity of the Saanich Police to capture data and imagery and improves investigative and search and rescue ability. Existing technology in use is slower to use, captures less data from incident scenes and does not have equivalent analytical capability.

**Progress Report Q1:**

This initiative is on track. Preliminary approval has been obtained for the purchase of the UAV and will be confirmed upon approval of the 2017 Capital Budget. Discussion with Transport Canada has taken place and licensing for the use of the UAV will occur once purchased. It is anticipated that training and eventual deployment of the UAV will occur in the second and third quarters of 2017.

**Progress Report Q2:**

During this reporting period, the Saanich Police Department identified four specially trained Collision Analysts to act as pilots for the UAV Program. These members recently completed a one-week Ground School course and an application to Transport Canada has been made for a Special Flight Operations Certificate to facilitate further aerial training. This initiative continues to be on track.

**Progress Report Q3:**
Initiative Title: Develop a Skills Assessment Tool newly hired Exempt Officers and Officers returning to Patrol

Division Responsible: Uniform
Section Responsible: Patrol

Key Strategic Priorities:

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<thead>
<tr>
<th>Competency Development</th>
<th>PROGRESS: ONGOING</th>
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<td>Personnel</td>
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Initiative Detail:

Progress Report Q1:
Saanich Police are currently in the process of researching what other police agencies are utilizing for their training programs for experienced police members transferring from another police department, and for police members that have had an extended period away from operational policing. Research indicates that most departments have constructed their own unique training programs.

Progress Report Q2:
This initiative is ongoing with additional research and assessment taking place.

Progress Report Q3:
The initial draft is completed and being submitted to the OIC for approval. The draft is similarly structured as the Acting Sergeant and Acting Staff Sergeant competency profile.
Work Plan Year: 2017  
Initiative Number: U-31  
Initiative Title: Active Threat Planning - University of Victoria  
Division Responsible: Uniform  
Section Responsible: Patrol  

Key Strategic Priorities:
- Community Engagement  
- Investigative Capacity  

Initiative Detail:
Work collaboratively with the University of Victoria in developing a response procedure that will culminate with a tabletop type exercise.

Progress Report Q1:
A successful Active Threat table top exercise occurred at the University of Victoria on March 7, 2017. The exercise lasted approximately 3 hours and included representation from the following stakeholders:

- Saanich Police Patrol - Watch Commander
- Saanich Police Communications Centre - Dispatcher and Sergeant
- Saanich Police - Officer in Charge of Patrol
- Saanich Police - Active Threat Instructor
- Saanich Fire - Emergency Program Coordinator
- Oak Bay Police - Patrol Supervisor
- Oak Bay Fire Department
- Oak Bay Emergency Preparedness coordinator
- BC Ambulance District Superintendent
- University of Victoria Security Services - Managers, Trainers and Emergency program Coordinator.

The exercise prompted excellent discussion on response timings and actions as well as identified several area that can be improved upon when responding to an Active Threat incident.

Progress Report Q2:
Initiative implemented and completed during Q1.

Progress Report Q3:
### Work Plan Year: 2017

#### Initiative Number: U-32

#### Initiative Title: Conduct Targeted Traffic Enforcement Activities

#### Division Responsible: Uniform

#### Section Responsible: Traffic Safety Unit

#### Key Strategic Priorities:

<table>
<thead>
<tr>
<th>Road Safety</th>
<th>PROGRESS: ONGOING</th>
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<tr>
<td>Core Functions</td>
<td>PROGRESS: ONGOING</td>
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</table>

#### Initiative Detail:

In collaboration with our community partners, the Traffic Safety Unit will conduct targeted enforcement and educational activities at 20 key crash locations in Saanich. This activity will focus on both high crash intersections and key thoroughfares throughout the Municipality as identified through the use of data analysis.

#### Progress Report Q1:

1. We are re-examining our internal systems related to how our Traffic Safety Unit sets its goals, and how it keeps statistics on the work the operational members are doing. This will be an ongoing activity into Quarter Two.

2. We have made a plan to meet with our outside partners to examine the most current known methods of reducing crashes and conducting enforcement and education.

3. The month of March was designated as the British Columbia Distracted Drivers Campaign by the BC Association of Chiefs of Police Traffic Safety Committee. Distracted Driving is known to be a contributor in vehicle crashes. Saanich Police Traffic Safety Unit officers participated in a joint agency campaign during March to enforce the Distracted Driving Laws as designated in the BC Motor Vehicle Act.

4. In addition to the items noted above, the Traffic Safety Unit continued to conduct enforcement at both its identified Side Impact Crash locations as well as the corridors within Saanich that have high volumes of vehicle traffic.

#### Progress Report Q2:

1. We continue to examine our internal systems related to how the Traffic Safety Unit (TSU) sets its goals and how it keeps statistics on the work the operational members are doing. This will continue for the remainder of 2017.

   During this review, we have implemented a more structured approach with respect to how the Speed Reader Boards (SRBs) are utilized. The SRBs collect data on vehicle speeds at whatever location they are set up at. The gathered data then allows the TSU to determine whether speeding is an issue at a specific location and whether the TSU needs to focus their enforcement in that area.

2. The TSU supervisors are working with ICBC, the Municipal Traffic Committee, and the CRD Traffic Commission to ensure they are up to date on both Municipal traffic issues as well as regional traffic issues including top crash locations in Saanich.

#### Progress Report Q3: