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Item No. 11.6.1
Halifax Regional Council
October 6, 2015

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed

SUBMITTED BY:

Commissioner Linda Mosher, Chair of the Board of Police Commissioners

DATE: September 15, 2015

SUBJECT: RCMP Criminal Analyst Funding Request

RECOMMENDATION REPORT

ORIGIN

Motion from the September 14, 2015 Board of Police Commissioners meeting

LEGISLATIVE AUTHORITY

Board of Police Commissioners Terms of Reference, By-Law P-100 Respecting the Board of Police Commissioners for the Halifax Regional Municipality, section 8 (1) which states: The Board shall provide civilian governance in regards to strategic policy planning and policy driven budget planning for police service delivery within the communities serviced by the Halifax Regional Police and shall carry out an advisory role in respect of police matters within the communities serviced by the Provincial Police Service.

RECOMMENDATION

The Board of Police Commissioners recommends that Halifax Regional Council:

- a) request a staff report to consider the human resource and other implications of the attached RCMP Criminal Analyst Funding Request, and to provide additional information on the modality of the pilot Crime Analyst positions at Kings, Yarmouth, Colchester and Antigonish Counties outlined in the attached document, and
- b) refer the attached funding request to staff for consideration in the 2016/2017 budget.

BACKGROUND/DISCUSSION

A report prepared by the Royal Canadian Mounted Police detailing a funding request to support two criminal analyst positions was before the Board at the meeting on September 14, 2015. In the discussion, Commissioners indicated that there would be significant value to these positions. In order to fully consider the request in the 2016/2017 budget the Board passed a motion to recommend that Regional Council request a staff report to consider the human resource and other implications and to provide additional information on the pilot projects as referenced in page 3 of the submission.

FINANCIAL IMPLICATIONS

There are financial implications to this report to be considered in preparation for the 2016/2017 municipal budget.

COMMUNITY ENGAGEMENT

The Board of Police Commissioners is comprised of seven Commissioners, three of whom are duly elected members of Regional Council. All meetings of the Board of Police Commissioners are open to the public. The agenda and reports are posted online in advance of the meeting.

ENVIRONMENTAL IMPLICATIONS

No environmental implications identified.

ALTERNATIVES

The Board of Police Commissioners did not provide alternatives.

ATTACHMENTS

Attachment #1: RCMP Criminal Analyst Funding Request

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

Report Prepared by: Phoebe Smith, Legislative Assistant, 902.490.6732



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada



Funding Request

2016

Criminal Analysts

**C/Supt. Roland Wells
O.I.C. Halifax District
September, 2015**

1.0 OVERVIEW

Topic Title Crime Reduction - Halifax District

HRM Decision Requested

HRM is requested to provide support for:

The establishment of two (2) permanent Crime Analyst Municipal positions, beginning in 2016, in support of the Halifax District Crime Reduction Strategy. The positions will be working in Halifax District, with one in the newly created Real Time Crime Center (RTCC), integrated with Analysts from the Halifax Regional Police. Total projected on-going costs of the positions is \$158,415 for 2 Municipal Crime Analysts.

1.1 Key Issue

Intelligence-led policing in HRM has been effective in attacking high level organized crime by integrating resources and making operational decisions based on solid intelligence. Comprehensive analysis is critical to effective enforcement, the efficient deployment of resources and a thorough understanding of local crime trends and patterns. The deployment of crime analysts throughout policing is key to a successful crime reduction strategy.

The role of the criminal analyst is to conduct research and analysis that serves to support strategy as well as effective tactical and operational activity. Analysts provide advice to Senior Management to implement effective crime reduction initiatives (CRI). They also provide tactical recommendations that assist middle management in focusing their enforcement actions on targeted crimes and/or offenders in order to reduce victimization.

1.2 Need for Action at This Time

Halifax District RCMP has examined the feasibility of implementing an integrated Real Time Crime Centre (RTCC) for Halifax Regional Municipality in partnership with Halifax Regional Police. RTCC implementations have become popular throughout the US and Canada as they enable law enforcement to analyze information quickly and provide police officers with timely, comprehensive, actionable intelligence. Providing real time intelligence by way of the RTCC will assist police officers in identifying suspects at the earliest opportunity, substantially shorten the length of investigations, reduce investigative costs and help prevent crime. This approach increases officer safety through real time situational awareness, reduces the lost time spent gathering and analyzing data and provides innovative opportunities for intelligence led policing and targeted enforcement. It truly is the next level of preventing and reducing crime. In addition to the RTCC, Halifax District has been the first District in the Province to implement the Hybrid Hub Model of policing. That model is evidence based and targets individual at risk youth through proactive intervention by a wide range of public safety partners and community based

services. The continued success of the Hybrid Hub Model will be dependent on strong analytical support available to identify youth at risk and the socio/environmental factors at play.

The HRP has opened the RTCC in February of this year which has clearly demonstrated the value to the HRM in having immediate and dedicated analysis of emerging serious situations.

The addition of two permanent crime analysts for Halifax District would allow the RCMP to properly support the RTCC, the Hybrid Hub Model and enhance public safety within Halifax District and the HRM.

1.3 Background

The RCMP has Crime Analysts in the "H" Division Provincial unit, providing short/long term analysis of crime trends and patterns to the three Districts and Traffic Services. The responsibilities of the Crime Analyst include conducting analysis to identify issues related to serious and organized crime related to Provincial and Federal level challenges and trends.

Currently, Halifax District has one Crime Analyst position responsible for providing critical intelligence to our Members. Halifax District employs the COM STAT model that drives our crime reduction strategy. This model relies heavily on the analysis of data and intelligence. Analytical support is the pivotal component of the model. COM STAT has had a significant impact on the reduction of crime in Halifax District, realizing a 26% reduction in property crime alone. Although these results are significant, they are restricted due to capacity and a lack of redundancy within our program. There are increasing demands for analytical service across the District. Additional Crime Analysts will ensure timely and effective analysis that will address serious criminal activity and priority Prolific Offenders in a more 'real time' manner.

The 2013-2014 Provincial ARLU submission secured permanent funding for the pilot Crime Analyst positions at Kings, Yarmouth, Colchester and Antigonish Counties. The value of these crime analyst positions cannot be overstated. Kings District has realized a reduction in property crime occurrences of some 19% since 2008 / 2009. Over that same period Digby, Yarmouth, Shelburne and Queens Counties have realized decreases in property crime of 14%. Prolific offender criminality has also dropped between 50 - 59% during this same period. At the same time, Halifax District has managed to reduce crime significantly with a single crime analyst providing assistance to over 200 members. Over the last five years, consistent reductions in targeted crime types have been realized, with break and enters and mischief to property reduced by more than 50%. However this success is not sustainable in the current environment without analytical support and certainly will not allow us to participate in the Real Time Crime Center with the HRP. We are simply beyond capacity now.

Two (2) additional permanent Crime Analysts positions are fundamental to sustaining crime reduction success throughout Halifax District. These assets will provide actionable intelligence to RCMP Members, assist Commanders with operational decision-making and allow District Senior Management to implement effective Crime Reduction initiatives throughout Halifax District.

1.4 Contact Person
C/Supt. Roland Wells
O.I.C. Halifax District
(902) 490-6880

2.0 STRATEGIC DIRECTION

2.1 Internal Links

Crime analysis enables a better understanding of crime, crime trends and who is driving crime in respective areas. Experience shows that strategies to address prolific offenders have a significant impact on local crime and calls for service.

The RCMP is committed to safe homes and safe communities for all Nova Scotians and to accomplish this, the fight against organized crime has been established as a strategic priority. Using an intelligence-led, integrated approach, the RCMP is focusing its activities on reducing the threat and impact of organized crime.

2.2 External Links

Justice Nova Scotia has made significant investment in policing over the past several years including the "Additional Officer Program" in support of the Safer Communities approach to target organized criminal activity. This investment has resulted in intelligence-led enforcement initiatives, targeting street level criminality in all Nova Scotia communities.

3.0 KEY INFORMATION

3.1 Context

The RCMP has demonstrated a commitment to problem-oriented, evidence based policing approach that addresses crime and community concerns through analysis of their cause and effect. From that analysis, effective responses are developed that allow police leaders at all levels to address issues that are not limited to enforcement. The existence of provincial crime analysts throughout Nova Scotia has ensured a greater level of operational effectiveness in support of successful provincial initiatives driven by District level enforcement efforts.

The role of the crime reduction analyst is to provide an image of crime to police decision-makers to enable police leaders to focus resources on crime reduction activities and to achieve operational objectives. This is accomplished through intelligence-led policing, targeting prolific offenders, monitoring and analyzing police responses and working collaboratively with other

partners (i.e. Health, Corrections and Community Services) to work toward more proactive measures of reducing crime. Analysis is a key component of any CRI and for Halifax District to be successful in its problem-oriented policing approach it is fundamental to have two additional Crime Analysts positions created.

These assets will provide actionable intelligence to RCMP members, assist Commanders with operational decision-making and allow District Senior Management to implement effective Crime Reduction initiatives throughout the area.

3.2 Funding Profile

Options for Crime Analysts that were reviewed included creating positions for RCMP Civilian Members or Public Servants. The Municipal Employee option is found to be the most cost effective at this time.

See Appendix 1 attached for details on funding requirements.

3.3 Summary

The new analyst positions will enable the application of an intelligence led / problem oriented policing in Halifax District and increase intelligence sharing throughout Nova Scotia. All Districts will adopt a consistent approach in analyzing crime and community concerns within their jurisdiction. Halifax District will have the capacity to imbed a crime analyst within the RTCC thereby enhancing police effectiveness, addressing violent crime real time, improving communication and relationships with other law enforcement partners including the Provincial and Federal Departments of Justice.

3.4 Job Description

See Appendix 2 attached.

4.0 IMPLEMENTATION STRATEGY

2016

Two (2) permanent, Municipal Employee Crime Analyst positions will be created, staffed and attached to the RCMP. Total on-going cost to the HRM would be \$158,415.

These positions would be Municipal employees working with and reporting to the RCMP under a secondment agreement. They would be separate from and in addition to the current police contract (PPSA).

These two positions will be based in Halifax District, to assist in providing crime analysis within the RTCC and in support of the Hybrid Hub model of policing.

The two Crime Analysts will report directly to the Senior Analyst and District Management and will be embedded in Halifax District and tasked accordingly.

C/Supt. Roland Wells
OIC Halifax District

Date: _____

Appendix 1 – Funding Profile – 2 Municipal Employees

	2015-16	2016-17	On-Going
Direct Costs (2 Municipal Analysts)			
Pay			
Salary	88,792	106,552	124,310
Benefits (Pension, WCB)	18,646	22,376	26,105
Total Pay	107,438	128,928	150,415
O&M			
Travel	5,000	5,000	5,000
Computer and Licence	12,000	2,000	2,000
Training	1,000	1,000	1,000
Total O&M	18,000	8,000	8,000
Total Direct Costs	125,438	136,928	158,415

Appendix 2 – Job Description

PRIMARY DUTIES & RESPONSIBILITIES

1. Collects, collates, and synthesizes crime data from various reports.
 - a. Analyze crime patterns, trends, incidents, and criminal information through the application of sound research, statistical calculations, and investigative techniques.
 - b. Identify tactical and strategic intelligence to support recommendations in deployment strategies that meet long and short-term policing needs and operational priorities.
 - c. Recommend to management crime reduction strategies through special research projects based on results of crime analysis and daily monitoring.
2. Prepares association charts, timelines, and presentations.
 - a. Design and develop data collection strategies and implement these strategies by collecting, assembling, analysing and interpreting investigative and /or intelligence data in order to prepare various types of documents outlining crime series detection, suspect-crime correlation, and target-suspect data to provide assistance and/or direction to investigations.
 - b. Develop and maintain modus operandi profiles and victim/target profiles for current and continuing investigative support.
3. Generates reports in graphic, narrative, and data table information for dissemination.
 - a. Review Calls for Service, General Occurrences, QRU reports to prepare products, such as Discharge Firearms Report, Homicide Report.
 - b. Compile offender release, drug search/seizure, BOLO, significant events into the daily CAU Report and disseminate daily.
4. Develops an intelligence database linking individuals with criminal activities
 - a. Develop and maintain databases for use in crime and traffic analysis.
 - b. Review and maintain list of targets for active operations, such as, Operational Breach.
5. Develops and maintains a library of profiles of active criminals.
 - a. Researches backgrounds of suspects and their associates and assembles pertinent data; obtains recent photographs together with proof of data source and prepares profile packages in support of investigations.

6. Identifies problem crime areas, determines crime patterns and series within the patrol divisions and keeps the Divisional Commanders and Supervisors apprised.

7. Provides statistical support to internal and external clients.

a. Liaise with external partners such as local, provincial, federal, and international law enforcement agencies. Maintain awareness of local and regional policing initiatives that may affect local criminal activities. Participate in multi-jurisdictional task forces, investigations, and threat assessments.

b. Provide expert information as required and participate in meetings, briefings, and conferences with police personnel, management and related government agencies and external stakeholders.

8. Consults with Divisional Commanders and Supervisors to provide them with the necessary information to develop objectives to deal with crimes, directed patrols, a means of pro-active problem identification and solution, and increased patrol division knowledge.

a. Prepare and present daily, weekly, monthly reports to Senior Management with recommendations for action and/or advising on criminal event series/crime problems

9. Provides analytical support for police operations.

a. Provide analytical support to all areas of policing, including Major Crime, Fraud, GIS, and other units within Criminal Investigative Division.

b. Conduct reviews of Cold Case Files, identify gaps in initial investigation, and conduct research to identify new information, provide results of review to lead investigator.

c. Liaise with interview team to design and produce products such as photos and charts that will be used during suspect interview.

d. Provide analytical support to investigators during suspect interviews, such as; confirming information to evidence gathered.

e. Monitor Part VI authorizations and intercepts during active investigations, and reply information to investigators in the field.

f. Monitor social media platforms to provide ongoing intelligence to investigators. Ensure capture of social media evidence for purposes of investigation and court proceedings

g. Evaluate and validate intelligence information gathered from various sources to assist investigators.

h. Review Patrol Summary Report to update investigations.

10. Collects, reviews, vets and assists with the quality control of confidential source debriefs. Uploads, maintains, and disseminates confidential source information and related databases as approved by the Informant Control Officer.

a. Maintain the Automated Criminal Intelligence Information system also known as ACIIS; including uploading and maintenance of source debriefs to the ACIIS.

b. Source debrief redaction and dissemination to internal and external agencies

c. Assist the investigators to code the reliability of the human sources and information received

d. Maintain confidential Human Source list, and reactivate dormant HS as required.

11. Provide real time intelligence analysis to front line officers both patrol and CID both while they are enroute and on scene at the scene of a crime.

12. Provide real time support for critical incidents such as active shooters, barricaded persons, major events and protests, etc.

13. Provide increased situational awareness by assessing current calls for service, incidents, outside events and communicate this information to operational supervisors to allow them to proactively deploy their resources to prevent and/or address current incident trends.

14. Maintain knowledge of and operate RCMP computer systems.

15. Maintain knowledge of technologies pertaining to Part VI and Under Cover operations.

16. Maintain Analyst notebook for case file and update task in Verasdex.

17. Tag, label, and mark evidence identified by analyst to maintain continuity of evidence.

SECONDARY DUTIES & RESPONSIBILITIES

- Participate in fieldwork to support active investigations as required.
- Develop and disseminates information bulletins for internal and external agencies as required.
- Participate in specialized training as required.
- Cross train to ensure redundancy during vacancies.
- Provide technical and software support to internal clients as required.
- Ability to provide in-house training in software, technology, and methods and procedures to other staff as required.
- Assist in preparing analytical products and statistics for Public Relations and Senior Management upon request.
- Provide reports pertaining to requests of the Police Commission, such as; firearm seizures, homicide report as required.

QUALIFICATIONS

Education & Experience:

- University degree.
- A preferred concentration in Statistical Analysis, Criminology, Psychology, Social Sciences, Research related studies.
- Or three years' experience in intelligence analysis and research

Job Specific Knowledge:

- Ability to exercise independence of judgment in performing the duties of the position.

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- Ability to maintain confidentiality in providing accurate and factual information in support of investigations.
 - Ability to work in a group setting as part of a team, and the ability to establish and maintain effective working relationships.
 - Ability to deal with stressful situations and work under pressure of deadlines.
 - Knowledge of the boundaries, streets, and commercial structure of Halifax Regional Police's service area.
 - Knowledge of law enforcement terminology and functions.
 - Knowledge of research, statistical and analytical principles, practices, procedures, methods, and techniques.
 - Knowledge of the criminal justice system and its components as related to the work performed.
 - Ability to stay abreast of developments in the field of crime analysis.
 - Ability to communicate effectively orally and in writing.
 - Ability to organize and prioritize workloads.

Technical Skills:

- Knowledge of Microsoft Excel, Word, PowerPoint, Adobe Acrobat.
- Knowledge of Versadex Records Management System (RMS).
- Knowledge of Versadex Crime Analysis Package (VCAP).
- Knowledge of Computer Aided Dispatch (CAD).
- Knowledge of I2 Analyst's Notebook.
- Knowledge of JEIN.
- Knowledge of CPIC.
- Knowledge of ACIIS, RAZ and ArcGIS mapping.
- Knowledge of IBase.
- Knowledge of covert platforms.
- Knowledge of social media platforms.
- Ability to learn other information management related software.

