Codiac Regional Policing Authority

Policy #: G-502

Category: Risk Management

Subject: Asset Management

Date: Insert

Review Cycle: Year 3/5

Review Date: 2023

Framework

Police Act

Section 17.02(2)(f) of the *Police Act* provides that an agreement between municipalities to establish a regional policing authority must make provision for a means of addressing the accommodation, equipment and support staff requirements of the RCMP.

Municipal Agreement

The Agreement between the City of Moncton, Town of Riverview and City (then Town) of Dieppe dated April 9, 2001 (the Municipal Agreement) provides that:

5(1) The Authority shall, by liaison with the Commanding Officer, Codiac RCMP, monitor accommodation, equipment and support staff requirements and maintain their adequacy in accordance with this Agreement and the Regional Police Service Agreement (RPSA).

(2) The Authority shall establish and maintain a purchasing policy covering the acquisition, tendering, valuation, and disposal of equipment, vehicles and other property.

Regional Police Services Agreement (RPSA)

Article 12.0 of the RPSA deals with accommodation and provides that the CRP Authority will provide and maintain, at no cost to Canada, accommodation that is fit for use by the Codiac Regional Police Service (CRPS) and Support Staff, including:

   i.   Office space that is Furnished, heated and lighted, together with electricity and water supply;
   ii. Jail cell facilities that are heated and lighted together with bedding and water supply;
   iii. If determined by the CRPS to be required, heated and lighted garage space.

The RPSA goes on to say that the CRP Authority will pay 100% of all operating and maintenance costs, such as building and property maintenance services. The

accommodation will be to the satisfaction of the RCMP Commissioner and will meet RCMP security standards. Please see Article 12 of the Agreement for additional provisions regarding accommodation.

In terms of equipment, Article 13 of the RPSA provides that equipment supplied by Canada for use by the CRPS will be of a standard and quantity that is necessary for the Service to carry out its responsibilities. Canada, in procuring such equipment, will do so in accordance with its own procurement practices and procedures, directives of the Treasury Board of Canada and the *Government Contract Regulations*. The CRP Authority pays for the equipment that Canada procures, in some instances over time. Article 14 of the RPSA deals with the ownership of said equipment in the event of the expiry or termination of the RPSA.

Definitions

For the purposes of this Policy, the following definitions apply:

Real assets – include facilities, vehicles, IT/telecommunications infrastructure, and police equipment

Real property – includes land and facilities.

Policy

This policy provides direction with regard to risk management related to assets used by CRPS and real property provided to the CRPS for its use by the CRP Authority (through leasing arrangements with the City of Moncton).

(a) CRPS Responsibilities

The Officer in Charge (OIC) of the CRPS shall ensure that assets assigned to or used by the CRPS are protected and adequately maintained. Accordingly, the OIC shall ensure that:

1. There are processes and plans in place for the lifecycle management of assets including acquisition, usage, maintenance and disposal.
2. Systems and processes are in place that mitigate property and asset-related risks to the CRPS and CRP Authority.
3. Real property is not acquired, encumbered or disposed of without the approval of the CRP Authority.

(b) Risk Reporting

The CRP Authority reviews quarterly risk updates from the OIC. These quarterly risk updates will include Property & Assets.

Each year, the OIC shall:

1. Provide a report to the CRP Authority listing the assets assigned to the CRPS
2. Report on one category of real assets on a rotational basis to include, where applicable and relevant:

    i.   Value
    ii.   Expected useful life
    iii.   Annual maintenance cost
    iv.   Replacement plan
    v.   Disposal options