



HAMILTON POLICE SERVICE

INFORMATION REPORT

TO:	Chair and Members Hamilton Police Services Board
BOARD MEETING DATE:	March 30, 2023
SUBJECT:	2022 Year End Report – Paid Duties
REPORT NUMBER:	23-019
SUBMITTED BY:	Frank Bergen, Chief of Police
SIGNATURE:	

EXECUTIVE SUMMARY

- The Hamilton Police Service (HPS) contracted 1,655 Paid Duty events in 2022, up from 1,495 events in 2021 (10.7% increase from 2021)
- HPS recovered a total of \$547,981.45 in Administration Fees and Cost Recovery (4.3% decrease from 2021)

INFORMATION

Paid Duty policing assignments are primarily special community events occurring throughout the year. For these events, the HPS is contracted by the event sponsors to help provide security, vehicle and pedestrian control, or escorts.

Organizers may hire off duty police officers for dances, parades, festivals, sporting events, and other duties that are outside our regular patrol parameters.

The HPS is committed to providing quality policing to the communities it serves. On occasion, however, requests for service exceed the requirements mandated by the *Police Services Act*. To provide additional service to our communities for Special Events, HPS has adopted a Voluntary Paid Duty Policy.

Special Events are situations or circumstances which due to their nature or the involvement of significant vehicular or pedestrian activity, require additional trained security and/or supervision, or any other event as authorized by the Superintendent of Community Safety or designate.

Vision: To be a trusted partner in delivering public safety.

Mission: To serve and protect in partnership with our communities.

Our Values: Compassionate, Dedicated, Inclusive, Integrity, Innovative, Professional, Teamwork

Paid Duty Office

The Paid Duty office is staffed by two civilian members in the roles of Paid Duty Coordinator and Paid Duty Clerk as well as a Police Officer in the role of Special Events Coordinator. Responsibilities include reviewing, coordinating, and assigning Paid Duty requests as well as invoicing, collecting, and processing payments and Paid Duties payroll. The Special Events Coordinator is also involved in the planning of Special Events.

Administration Fee

This fee is charged by the Police Service to recover costs associated with the administration of Paid Duties. The fee is a percentage of the total amount charged for officers and equipment. The administration fee for all paid duties is 20%.

2022 In Review

The HPS contracted 1,655 Paid Duty events in 2022, which is a 10.7% increase from the 1,495 contracted in 2021. Both numbers are a decrease from the 2001 Paid Duties contracted in 2019 prior to the pandemic. The HPS recovered a total of \$547,981.45 in Administration Fees and Equipment Costs for the deployment of cruisers, bicycles, boats, and motorcycles. This is a 4.3% decrease from the total 2021 Cost Recovery collected, which was \$572,618.82. There were 130 Paid Duty requests that went unfilled in 2022, which is a decrease from the 313 that went unfilled in 2019 before the pandemic impact. Some annual events have now started to return and it is anticipated that Paid Duty numbers will continue to increase moving forward.

Hamilton Police Service Cost Recovery

Equipment Costs: \$268,519.00

Administration Fees: \$279,462.45

Total HPS Cost Recovery: \$547,981.45

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c: Deputy Chief Paul Hamilton – Support
Superintendent Shawn Blaj – Community Safety Division
Inspector Paul Evans – Community Safety Division

APPENDICES AND SCHEDULES ATTACHED

Appendix A – Breakdown of Equipment and Personnel Used

Appendix B – Financial Breakdown of Paid Duties 2012-2022

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