




HAMILTON POLICE SERVICE

INFORMATION REPORT

TO:	Chair and Members Hamilton Police Services Board
BOARD MEETING DATE:	March 28, 2024
SUBJECT:	2023 Year End Report – Paid Duties
REPORT NUMBER:	24-017
SUBMITTED BY:	Frank Bergen, Chief of Police
SIGNATURE:	

EXECUTIVE SUMMARY

- The Hamilton Police Service contracted 1,911 Paid Duty events in 2023, up from 1,655 events in 2022 (15.47% increase from 2022)
- The Hamilton Police Service recovered a total of \$797,164.69 in Administration Fees and Cost Recovery (45.69% increase from 2022)

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 Hamilton Police Service 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 the Police Service has adopted a Voluntary Paid Duty Policy.

Special Events are situations or circumstances which, due to their nature, or by reason of the fact that they may involve 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. Their responsibilities include reviewing, coordinating and assigning Paid Duty requests as well as invoicing, collecting and processing payments and Paid Duty payroll. The Special Events Coordinator is also involved in the planning of Special Events.

Administrative Fee

The Administration 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%.

2023 in Review

The Hamilton Police Service contracted 1,911 Paid Duty events in 2023 which is a 15.47% increase from the 1,655 contracted in 2022. Both numbers are still a decrease from the 2,001 Paid Duties contacted in 2019. In 2023 the Hamilton Police Service recovered a total of \$797,164.69 in Administration fees and Equipment Costs for the deployment of cruisers, bicycles, and motorcycles. This is a 45.69% increase from the total 2022 Cost Recovery collected, which was \$547,981.45. There were 43 Paid Duty requests that went unfilled in 2023 which is a decrease from the 130 unfilled in 2022 and lower than before the pandemic in 2019 at 313 unfilled Paid Duties. The majority of annual events have returned since the end of the pandemic.

Hamilton Police Service Total Cost Recovery 2023

Equipment Costs:	\$ 361,515.00
Administration Fees:	\$ 435,649.69
TOTAL:	\$797,164.69

APPENDICES AND SCHEDULES ATTACHED

Appendix A – Breakdown of Equipment and Personnel Used

Appendix B – Financial Breakdown of Paid Duties

FB/D.Hennick

cc: Paul Hamilton, Deputy Chief – Support
David Hennick, Superintendent – Community Safety Division
Scott Moreton, Inspector – Community Safety Division

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