




HAMILTON POLICE SERVICE

INFORMATION REPORT

TO:	Chair and Members Hamilton Police Service Board
BOARD MEETING DATE:	March 28, 2025
SUBJECT:	2024 Year End Report – Paid Duties
REPORT NUMBER:	25-015
PRESENTATION:	Will a presentation be provided? No
OUTSTANDING BUSINESS ITEM:	Does this report fulfill a report back to the Board on a matter listed on the Outstanding Business List? No
SUBMITTED BY:	Frank Bergen, Chief of Police
SIGNATURE:	

EXECUTIVE SUMMARY

- The Hamilton Police Service contracted 2,181 Paid Duty events in 2024, up from 1,911 events in 2023 (14.13% increase from 2023)
- The Hamilton Police Service recovered a total of \$982,599.18 in Administration Fees and Recovery Costs (Cruiser and Motorcycle Costs) (23.26% increase from 2023 - \$797,164.69 – See Appendix A)

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.

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

Special Events are situations or circumstances, which, due to their nature, or because 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.

Staffing - 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%.

2024 in Review

The Hamilton Police Service contracted 2,181 Paid Duty events in 2024, which is a 14.13% increase from the 1,911 contracted in 2023. In 2024, the Hamilton Police Service recovered a total of \$982,599.18 in Administration fees and Equipment Costs for the deployment of cruisers, bicycles, and motorcycles. This is a 23.26% increase from the total 2023 Cost Recovery collected, which was \$797,164.69. In early 2024, the Paid Duty office saw an increase in requests from McDonald's and the Jewish Federation. In May Hamilton was host to the RBC Canadian Open, which also contributed to an increase in paid duty requests. There were 63 Paid Duty requests that went unfilled in 2024, which is an increase from the 43 unfilled in 2023.

Hamilton Police Service Total Cost Recovery 2024

Equipment Costs:	\$ 453,460.00
Administration Fees:	\$ 529,139.18
TOTAL:	\$ 982,599.18

APPENDICES AND SCHEDULES ATTACHED

Appendix A – Breakdown of Equipment and Personnel Used

Appendix B – Financial breakdown of Paid Duties

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

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