



# NIAGARA REGIONAL POLICE SERVICE

## Police Services Board Report

### PUBLIC AGENDA

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**Subject:** Quarterly Report - Overtime Activities Incurred by the Niagara Regional Police Service, October 1 to December 31, 2023

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2024-03-04

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### Recommendation(s)

**That the Niagara Police Services Board receive this report for information.**

### Key Facts

- The purpose of this report is to provide a five-year uniform and civilian quarterly and year-to-date overtime trend analysis.
- Overtime activity reports, detailed in the tables below, provide a summary of the overtime hours by activity category. These categories were developed by the Executive Leadership Team and the hours are captured in the Service's time and attendance system.
- For uniform members, overtime continues to be predominantly driven by meeting minimum staffing requirements, and major investigation events.
- For civilian members, overtime continues to be predominantly driven by the need to meet minimums resulting from occupational and non-occupational illness, injury, and staffing shortages.

### Financial Considerations

There are no financial considerations relating to the recommendations contained within this report.

### Analysis

#### Uniform Overtime Analysis

As illustrated in Table 1, uniform members worked a total of 34,079 hours of overtime for the quarter ended December 31; an increase of 3,351 hours or 10.9% from the same period in 2022.

Table 1 – Quarterly Uniform Overtime by Activity Hours

	2019 Oct. – Dec.	2020 Oct. – Dec.	2021 Oct. – Dec.	2022 Oct. – Dec.	2023 Oct. – Dec.
Meeting Minimums	16,084	16,373	17,671	20,955	20,783
Major Investigation and Incident Follow-Up	8,310	8,268	5,652	7,145	10,584
Administrative Workload	1,294	752	1,123	1,610	1,451
Pro Active & Community Driven Events	1,212	939	1,029	1,018	1,261
Sub-Total Before Unusual Activity	26,900	26,332	25,475	30,728	34,079
COVID-19	-	888	334	-	-
Total	26,900	27,220	25,809	30,728	34,079

Patrol Units continue to operate below authorized strength due to vacancies from occupational illness, non-occupational illness, members placed on modified duties, protected leaves, and vacancies due to retirement or promotion. These vacancies coupled with leave entitlements increase overtime requirements to meet minimum staffing in operationally essential positions.

Overtime related to major investigations and incident follow-ups contributed 31.1% toward total overtime hours. For the quarter ending December 31, the Service experienced 4 homicides and 3 additional incidents, which required attendance by the Major Crime Unit. The Service also experienced 4 fatal motor vehicle collisions and 4 life-threatening motor vehicle collisions.

For the quarter, the Service experienced a 23.9% increase in uniform overtime hours for proactive and community driven events in comparison with the previous year. The incurred overtime can be attributed to patrol and attendance provided during Niagara Region Native Centre Pow Wow Event, Niagara Regional Police Service job fair at Niagara College, 2023 Short Hills Deer Harvest, Remembrance Day events, Christmas parades, and holiday-season RIDE checkpoints. Overtime hours incurred by the Service's Public Order Unit are also reflected within this category.

Table 2 illustrates the year-to-date results over the previous 5-year period, including current 2023 data. Uniform overtime hours have increased by 3,995 hours or 4.0% when compared with the prior year.

Table 2 – Year-to-Date Uniform Overtime by Activity Hours

	2019 Jan. – Dec.	2020 Jan. – Dec.	2021 Jan. – Dec.	2022 Jan. – Dec.	2023 Jan. – Dec.
Meeting Minimums	45,480	42,938	46,433	57,624	59,654
Major Investigation and Incident Follow-Up	29,938	32,301	33,032	30,110	33,803
Administrative Workload	5,395	3,490	3,973	5,442	5,617
Pro Active & Community Driven Events	2,788	1,821	2,451	5,605	3,702
Sub-Total Before Unusual Activity	83,601	80,549	85,889	98,781	102,776
COVID-19	-	2,726	1,815	-	-
Total	83,601	83,276	87,704	98,781	102,776

Civilian Overtime Analysis

As detailed in Table 3, civilian members worked a total of 7,688 hours of overtime for the quarter ended December 2023; an increase of 31 hours, or 0.4% from the same period in 2023.

Table 3 – Quarterly Civilian Overtime by Activity Hours

	2019 Oct. – Dec.	2020 Oct. – Dec.	2021 Oct. – Dec.	2022 Oct. – Dec.	2023 Oct. – Dec.
Meeting Minimums	4,555	4,071	5,384	5,544	4,817
Major Investigation and Incident Follow-Up	347	215	31	109	205
Administrative Workload	1,224	773	1,273	1,973	2,639
Pro Active & Community Driven Events	24	-	32	31	27
Sub-Total Before Unusual Activity	6,150	5,059	6,720	7,657	7,688
COVID-19	-	205	-	-	-
Total	6,150	5,264	6,720	7,657	7,688

Consistent with prior periods, the main driver of civilian overtime continues to be meeting minimum staffing levels in operationally essential units such as the Records and Information Management (RIM) Unit and the Communications Unit.

The RIM Unit continued to encounter significant overtime in attempt to meet the demand for timely services. The period of October through December is typically busy with the commencement of winter sport leagues and scholastic extra-curricular activities.

Civilian overtime incurred for administrative workload increased by 666 hours or 33.8% in the fourth quarter of 2023, when compared with the same period prior year. The

Provincial Offences Unit was operating short 2 clerks, while experiencing a large backlog of cases. Prisoner transport hours were also increased as courts continued to run late with longer wait times to enter correctional facilities. These items are beyond the control of the Service and difficult to predict or avoid.

Table 4 illustrates the year-to-date results over the previous 5-year period, including current 2023 data. Civilian overtime hours have increased by 3,079 hours or 11.4% when compared with the prior year.

Table 4 – Year-to-Date Civilian Overtime by Activity Hours

	2019 Jan. – Dec.	2020 Jan. – Dec.	2021 Jan. – Dec.	2022 Jan. – Dec.	2023 Jan. – Dec.
Meeting Minimums	17,393	13,769	15,208	18,656	20,416
Major Investigation and Incident Follow-Up	858	787	485	409	430
Administrative Workload	4,154	2,964	3,909	7,523	9,248
Pro Active & Community Driven Events	91	45	73	462	57
Sub-Total Before Unusual Activity	22,495	17,565	19,675	27,050	30,151
COVID-19	-	874	114	22	-
Total	22,495	18,439	19,789	27,072	30,151

## Alternatives Reviewed

Not applicable.

## Relationship to Police Service/Board Strategic Priorities

This report provides information required to monitor the Service's alignment with the 2022 – 2025 Strategic Plan goal to realize operational efficiencies and cost savings.

## Relevant Policy Considerations

Police Services Act

Collective Agreements

2022 - 2025 Strategic Plan

## Other Pertinent Reports

8.7.2023.11.23 Quarterly Report - Overtime Activities Incurred by the Niagara Regional Police Service, July 1 to September 30, 2023.

*This report was prepared by Curtis Custers, Financial Analyst, Finance Unit; reviewed by Laura Rullo, Manager, Finance Unit and Mario Lagrotteria, Superintendent, Corporate Services. Recommended by Luigi Greco, Deputy Chief, Support Services.*



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**Submitted by:**

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Chief of Police

**Appendices**

Not applicable.