



NIAGARA REGIONAL POLICE SERVICE

Police Service Board Report

PUBLIC AGENDA

Subject: 2024 Operating Budget Amendment – Training Unit
Report To: Chair and Members, Niagara Police Service Board
Report Date: 2024-06-05

Recommendation(s)

That the Niagara Police Service Board (Board):

- 1) Approve a 2024 operating budget amendment in the amount of \$385,000.00, funded by a transfer from the Police Contingency Reserve Fund, to fund one-time expenditures related to the implementation of the Community Safety and Policing Act, 2019 (CSPA); and
- 2) Submit this report to Regional Council (Council) for approval of the budget amendment funded by the Police Contingency Reserve Fund.

Key Facts

- The purpose of this report is to seek the Board's approval for a budget amendment to the 2024 Operating Budget in the amount of \$385,000.00 required to facilitate the training requirements under the CSPA.
- In September 2023, the Board received a report outlining the expected impact of the CSPA on the Training Unit, which identified that the Unit would be required to increase the current staffing by 50-100% to accommodate the proposed changes under the Act.
- Included in the 2024 Operating Budget was a program change for 1 constable position in the Training Unit to assist with planning and preparing for the CSPA training requirements.
- In February 2024, the Board and Council approved a transfer of \$1,909,651.54 to the Police Contingency Reserve Fund to fund one-time 2024 expenditures related to the implementation of the CSPA.
- With the CSPA in effect as of April 1, 2024, the Niagara Regional Police Service (Service) has now determined the training requirements for the remainder of 2024 and is proposing a temporary increase of 6 positions within the Training Unit from August to December 2024, including 1 sergeant and 5 constables, with permanent staffing increases to be requested in the 2025 Operating Budget submission.

Financial Considerations

As per By-Law No. 2017-63 a By-Law to Define Budget Control for the Regional Municipality of Niagara, “Budget Amendment” means a change to the Operating or Capital Budget that results in an increase to expenses funded by Reserves. Budget amendments require Council’s approval and require notice to be provided in accordance with Niagara Region’s Public Notice Policy. Service staff will work with Region staff to ensure the 10-day public notice requirement is met.

The Service is proposing an increase of 1 sergeant and 5 constables to the Training Unit on a temporary basis from August to December 2024 at a cost of \$385,000.00. This temporary increase in staffing will be funded by a transfer from the Police Contingency Reserve Fund. The Service transferred \$1,909,651.54 from the 2023 Operating Budget Surplus into the Police Contingency Reserve Fund to fund the one-time expenditures related to the implementation of the CSPA. Included in this amount was a provision for Training Unit additional staff at a cost of \$450,624.00. The decrease in cost from the original estimate is a result of the delay in start date for these temporary positions to August.

It is important to note that the Service expects to incur additional one-time costs related to the implementation of the CSPA during the remainder of 2024 and into the 2025 budget year. These include expenditures for semi-automatic C8 rifles, rifle mounts for Service vehicles, C8 ammunition for initial training, range facility rentals, replacement pay for extended training dates, and training course registration fees. The Service will be tracking these expenditures throughout 2024, and a transfer from the Police Contingency Reserve Fund will be requested at year-end to offset the full cost. Anticipated one-time 2025 expenditures will be included in the 2025 Operating Budget Request with an offsetting transfer from reserves to fund the expenditures. As the full impact on 2024 is not yet known due to the uncertain order and delivery lead times for equipment purchases as well as uncertain capacity and cost of the newly developed training courses, only the known cost has been included in the proposed budget amendment at this time.

Analysis

The CSPA came into effect on April 1st, 2024, and resulted in several major changes to training requirements under O. Reg 87/24 – Training. Some of these changes include C8 Patrol Carbine Training for every police officer who performs community patrol functions and who may be required to respond to an incident involving an active attacker, Mental Health Crisis Response (MHCR) Education and Applied Training, Immediate Rapid Deployment (IRD) Basic and IRD refresher training for every police officer who performs community patrol functions and who may be required to respond to an incident involving an active attacker, as well as two levels of Incident Command training courses for patrol supervisors.

Additionally, there have been added pressures beginning in 2024 of facilitating a fourth Basic Constable Training (BCT) intake at the Ontario Police College (OPC). This means that under the current scheme, the Training Unit conducts four intakes per year, each starting with two weeks pre-OPC program, three weeks OPC online while at the Training Unit, and seven weeks post-OPC. The training for each intake while at the Training Unit overlaps, totalling 48 weeks of concurrent training requiring additional staffing. The one full-time position added in 2024 has provided some relief to account for this additional BCT intake, but more staffing is required to support the significant additional training requirements brought in by the CSPA.

To fulfill these training requirements for all officers in the required time, the Training Unit needs adequate staffing in place to complete OPC approved "Train-the-Trainer" courses for MHCR, IRD, Incident Command, and C8 Carbine, and then to deliver the expanded training curriculum to all sworn members of the Service during In-Service Training (IST). The IST delivery model must change to accommodate these new legislated requirements, from one two-day session during the training year from September to May, to at least two two-day sessions – one from September to January and the second one from February to June. Further, C8 training for Frontline Patrol Officers will be held in addition to IST training and requires the rental of an outdoor range staffed by a sufficient number of instructors to ensure a safe training environment.

This model of training delivery will double the class sizes requiring additional instructors, and it will have an impact on the ability of the Service to deploy officers to Frontline Patrol, incurring replacement costs while the officers attend training. As the Training Unit is already operating at full capacity, it has been determined that 5 additional constables and 1 sergeant will be required starting in August 2024 to meet the training requirements imposed by the CSPA and to continue all existing required training. The addition of 5 constables will increase the span of control to 16 members, requiring the Service to add a position of a sergeant who will be responsible for ensuring that use of force and firearms training is delivered safely between the facilities at the Training Unit indoor range, and the outdoor rifle range, as well as other facilities utilized to conduct IRD training.

To begin the training transition process, a Use of Force Trainer Course will be scheduled with the OPC to train the new members, who will then be able to support the existing instructors for the start of annual IST in September 2024. Additionally, the full-time instructors will be required to attend certification training in the Fall of 2024 on MHCR Train-the-Trainer and IRD Train-the-Trainer, as well as begin the first round of initial C8 training, therefore the temporary trainers will provide coverage to facilitate these training sessions. Once the existing instructors are certified to facilitate the new required training, the second session of IST beginning in February 2025, will incorporate this new required training into the curriculum. The additional staffing in the Training Unit of 5 constables and 1 sergeant will be required on an ongoing basis and will be addressed through the submission of a 2025 Operating Budget request.

Alternatives Reviewed

The alternatives available are to not approve the temporary positions and delay the expansion to the 2025 Operating Budget Request with a January 2025 start date or reduce the number of temporary positions approved. These alternatives are not recommended, as the Service will not have the staffing capacity required to complete all 2024 training requirements, will risk not being compliant with the mandated training timelines outlined in the CSPA, and will have to rely on overtime due to workload demands, which exceed the capacity of the existing full-time trainers.

Relationship to Police Service/Board Strategic Priorities

The Service is committed to providing effective and efficient policing services to the citizens and visitors of the Niagara Region. Our business practices are guided by legislation including the new requirements mandated under the CSPA, as well as Board By-Laws. This proposal satisfies the legislated training requirements, while also supporting the Service's Public Safety goals identified in the 2022-2025 Strategic Plan.

Relevant Policy Considerations

Community Safety and Policing Act, 2019
By-Law 2017-63 a By-Law to Define Budget Control for the Regional Municipality of Niagara

Other Pertinent Reports

- 9.3 - 2023.09.28 Feedback on Community Safety and Policing Act Proposed Regulator Requirements Regarding Training
- 6.1 - 2024.02.08 Financial Variance Overview for the Year Ending December 31, 2023

This report was prepared by Courtney Woods, Financial Planning Coordinator, Finance Unit, in consultation with Laura Rullo, Finance Manager, Finance Unit and Paul Koscinski, Inspector, Labour Relations & Career Development. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

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