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**Criminal Prosecutions
Resources, Expenditures and
Personnel
1998/99**

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Criminal prosecutions resources, expenditures and personnel 1998/99

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- ^p preliminary figure
- ^r revised figure

Preface

Courts Program, Canadian Centre for Justice Statistics

The Canadian Centre for Justice Statistics (CCJS) is the focal point of a federal-provincial-territorial partnership dedicated to the production of national statistics and information on the justice system in Canada. The objective of the Courts Program at the CCJS is to collect and disseminate information on the operation of the court system in Canada. This information includes data on court caseloads, the characteristics of cases and persons moving through the courts, resources used in the operation of courts, and the provision of legal aid. Information is also gathered on the resources, personnel and expenditures associated with criminal prosecutions services in Canada, as presented in this report.

CCJS courts staff would like to thank everyone within the National Justice Statistics Initiative who contributed the information and expertise necessary to make this report possible.

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1.0 Highlights

Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99

- Spending on criminal prosecutions in Canada increased in 1998/99 when compared with levels in 1996/97 and 1994/95. Federal and provincial expenditures on criminal prosecution services totalled \$278.3 million in 1998/99, \$265.6 million in 1996/97 and \$258.5 million in 1994/95. After adjusting for inflation, this represents a 2% increase since 1994/95.
- Canada-wide, the 1998/99 per capita cost of criminal prosecution services was \$9.20. Provincial per capita costs (not including Quebec) ranged from \$5.88 in New Brunswick to \$13.21 in British Columbia. Quebec per capita costs (\$4.89) were not included in the above ranking because they exclude the cost of criminal prosecution services in municipal courts.
- Salaries, wages and benefits are the largest single item of total operating expenditures. Among the ten provincial jurisdictions, 1998/99 salaries, wages and benefits accounted for 81% of overall expenditures. For Justice Canada, 1998/99 salaries, wages and benefits accounted for 52% of overall expenditures. A major portion of Justice Canada's total expenditures (40%) consisted of contracts with private lawyers acting as Crown agents.
- Criminal prosecution branches employed 3,131 employees across Canada in 1998/99, relatively stable since the 1996/97 personnel strength of 3,129 employees¹. Broken down by personnel category, the 1998/99 distribution of staff was as follows: 60% staff lawyers, 5% prosecutorial support (paralegal workers and students) and 36% other personnel, mostly clerical support staff.
- In 1998/99, there were 5.5 criminal prosecutors per 100,000 population in the ten provincial jurisdictions. Consistent with declining charge counts in recent years, this rate is down slightly from the 1994/95 figure of 5.7 per 100,000 population.
- Female lawyers accounted for 38% of all permanent and contract lawyers (staff lawyers) employed by criminal prosecution services, an increase from 36% in 1996/97, and from 34% in 1994/95.

¹ Includes Justice Canada prosecutors, who have responsibility to prosecute cases in Yukon and the Northwest Territories, as well as federal offences. Permanent part-time employees have been converted to a full-time equivalent (refer to survey scoring rules, Appendix 3).

2.0 Introduction

2.1 Overview

In the Canadian criminal justice system, Crown prosecutors (also called 'Crown counsel' or 'Crown attorneys') are lawyers authorized to represent the Crown before the courts in relation to the prosecution of offences. Responsibility for these activities is divided between the Attorney General of each province and the Attorney General of Canada.

In the Yukon and Northwest Territories, all prosecution services under the *Criminal Code* or other federal legislation are conducted by counsel for the Attorney General of Canada. In the provinces, the prosecution of offences under the *Criminal Code* is carried out by provincially-appointed Crown counsel. Similarly, in some provinces prosecutions for violations of provincial statutes and municipal bylaws are handled by provincially-appointed Crown prosecutors. Nova Scotia, however, has an independent prosecution service and Crown attorneys are not provincially-appointed.

In some provinces, violations of other federal statutes (for example, the *Controlled Drugs and Substances Act*, and the *Customs Act*) generally are prosecuted by federally-appointed counsel. These Crown prosecutors are responsible to the Attorney General of Canada (who is also the federal Minister of Justice).

2.2 Crown and police charge approval processes

Charging practices are a provincial responsibility. It is important to note that, within Canada, two very distinct policies exist. In British Columbia, Quebec and New Brunswick a Crown prosecutor normally must give approval before a charge can be laid by the police. In these provinces, police complete a "Report to Crown Counsel", including details of the case and the results of the investigation. These reports are submitted to the office of the Crown counsel for review and approval of the recommendations to lay charges.

In the remaining provinces and territories, police may lay charges on their own, and prosecutors review the charges by way of a post-charge review. To varying degrees, it is common practice for police to approach a Crown prosecutor for legal advice during the course of an investigation, on the drafting of an information, and on other pre-charge issues.

2.3 Factors influencing costs

In addition to their "in-court" work (or in the case of British Columbia and Quebec, their responsibilities in the area of charging), Crown prosecutors also fulfil several other functions. They provide pre-charge advice to the police, prepare for trials, as well as any subsequent post-trial activities, carry out liaison work with victims and witnesses, and conduct policy development work. Some prosecutors also contribute to public legal education, for example, through public speaking engagements in schools and community associations. In carrying out these functions, there are variations across jurisdictions in how work is organized and in its volume. In turn, such factors will also play a role in determining costs. For example, in provinces with a large or difficult geographic area to cover, transportation costs will be relatively high. Likewise, a small number of unusually expensive criminal proceedings may significantly affect overall expenditure levels in a small province.

Workload indicators

It is essential to bear in mind that unique factors (e.g., crime rates, criminal court case workloads, different charge approval processes, geographic size and population distribution, etc.) contribute to the significant inter-jurisdictional differences in total expenditures and per capita costs displayed in Tables 1, 2 and 3. It is also important to note that in the case of Quebec, the cost of prosecutions in municipal courts with criminal jurisdiction is not included. Because about 20% of court workload is estimated to occur in municipal courts, this would have a significant effect on overall prosecutions expenditures and workload indicators in Quebec.

Tables 4 and 5 present both crime rates and youth and adult criminal court caseload data as indicators of potential prosecution workloads across the country. These supplemental data also help to put into perspective the prosecutions figures related to personnel and expenditures.

Table 4 provides a comparison of the 1998 crime rates per 100,000 population for the ten provincial jurisdictions. Newfoundland (5,790) and Prince Edward Island (6,248) have the lowest crime rates, while British Columbia (12,177) and Saskatchewan (12,473) have the highest crime rates. The remaining provinces fall somewhere in between: Quebec (6,439), New Brunswick (6,770), Ontario (7,031), Nova Scotia (8,127), Alberta (9,113), and Manitoba (10,625).

- There is also some variation in the percentage of incidents cleared by charge in the ten provinces. Overall, 22% were cleared by charge. This is the same as the previous reporting period.
- In Saskatchewan, 31% were cleared by charge, while British Columbia cleared 16% of its incidents by charge (Table 4).

In assessing criminal court case workloads among the provincial jurisdictions (Table 5), it is evident that case rates vary across the country. By combining provincial criminal adult and youth court caseloads, one is able to calculate case rates per 1,000 population: Prince Edward Island (13.5) appears to have the lightest caseload, while British Columbia (21.4), Alberta (27.2), and Saskatchewan (34.0) have the heaviest caseloads. The remaining provinces fall somewhere in between: Newfoundland (17.6), New Brunswick (20.4), Nova Scotia (20.9) and Ontario (20.9). Caseload information was not complete for Manitoba. It should be noted that Quebec's case rate (11.7) is affected by the absence of data for criminal cases heard in municipal courts.

In examining the size of operating expenditures and the number of personnel involved in criminal prosecution services, it is important to remember that responsibilities differ among jurisdictions. Such differences may explain variations in expenditures, although it is not possible to determine the extent of their effect.

3.0 Summary of Findings, 1998/99

3.1 Expenditures

- In 1998/99, federal and provincial expenditures for criminal prosecution services in Canada were \$278.3 million (Table 1). This represents an overall increase of approximately 2.0% since 1994/95 (after adjusting for inflation in Table 3).
- Across the provinces, approximately 81% of total operating expenditures were spent on employee salaries, wages and benefits. An additional 15% of expenditures were spent on other operating expenditures, with the remaining going to private lawyers.²
- Overall, the largest proportion of total expenditures for provincial prosecution services consisted of salaries, wages and benefits paid to staff. By jurisdiction, the proportions of expenditures for this category were: Newfoundland (73%), Prince Edward Island (75%), Nova Scotia (75%), Manitoba (73%), British Columbia (76%), Saskatchewan (77%), Alberta (80%), Ontario (82%), New Brunswick (84%), and Quebec (93%) (Table 1).
- In contrast, Justice Canada spent 52% of its total operating expenditures on salaries, wages and benefits. A major portion of Justice Canada's total expenditures (40%) consisted of contracts with private lawyers acting as Crown agents.
- Provincially, as a percentage of total operating expenditures, expenditures for private lawyers generally accounted for approximately 1.6% or less.

Per capita expenditures for criminal prosecutions

- Canada-wide, the per capita cost of criminal prosecution services in 1998/99 was \$9.20 (Table 3).
- Justice Canada, Quebec and British Columbia reported decreases in spending over 1996/97 figures.
- In contrast, Newfoundland, Prince Edward Island, Nova Scotia, New Brunswick, Ontario, Manitoba, Saskatchewan and Alberta reported increases in spending for criminal prosecution services over the two year period.³
- With respect to per capita cost of criminal prosecution services in current dollars for 1998/99, excluding Quebec, provincial jurisdictions ranked as follows: New Brunswick (\$5.88), Prince Edward Island (\$5.98), Newfoundland (\$7.06), Manitoba (\$7.61), Ontario (\$7.69), Alberta (\$8.05), Saskatchewan (\$8.94), Nova Scotia (\$11.12), and British Columbia (\$13.21). Quebec per capita estimates (\$4.89) excludes the cost of prosecutions in municipal courts with criminal jurisdiction.⁴
- By excluding *Other Operating Expenditures*, prosecution "personnel" costs can be isolated and compared. When this is done, the range in per capita costs is narrower. The provincial jurisdictions fall between \$4.48 (Prince Edward Island) and \$9.97 (British Columbia). Per capita costs excluding other operating expenditures ranked as follows: New Brunswick (\$4.94), Newfoundland (\$5.16), Manitoba (\$5.57), Ontario

² Training costs, which make up part of the "Other Operating Expenditures" figure found in Table 1, are reported in Appendix 2.

³ In some of the smaller jurisdictions, factors such as a few large, complex cases or staffing changes can have a noticeable effect on total operating expenditures for any given year.

⁴ Because there is some variation among the jurisdictions with respect to the budget items included in "Other Operating Expenditures" (see Appendix 1), it is difficult to precisely compare the "Other Expenditures" category between jurisdictions. With this in mind, provincial per capita costs have also been calculated using only the personnel costs (Table 1, Salaries, wages and benefits) and the operating costs spent on private lawyers (Table 1, Private lawyers).

(\$6.29), Alberta (\$6.43), Saskatchewan (\$6.89), and Nova Scotia (\$8.38). In Quebec, the value was approximately \$4.54 per capita, excluding expenditures on criminal prosecution services in municipal courts.

3.2 Personnel

- In total, criminal prosecution branches employed 3,131 people in 1998/99 (Table 6), relatively stable since 1996/97 (3,129 employees). Although nationally, the picture has changed little since 1994/95, some fluctuation has occurred in a few jurisdictions.
- There were no significant changes in personnel in Eastern Canada.
- Ontario increased and Quebec decreased their total personnel from 1996/97 by 3% and 17% respectively. In Quebec, a significant portion of the decrease in personnel can be attributed to the transfer of fine management to another administrative section of the Quebec Ministry of Justice not related to criminal prosecution services.
- Generally there were increases in the number of personnel across Western Canada with the exception of British Columbia where the total number of personnel decreased by 5%. The increases in total personnel were 13% in Manitoba, 21% in Saskatchewan and 12% in Alberta.
- In 1998/99, the number of permanent and contract lawyers employed by criminal prosecution branches (1,868) remained similar to the figure reported in 1996/97 (1,825 lawyers). Staff lawyers comprised 60% of the total workforce in prosecutors' offices nation-wide, 5% of employees occupied positions in prosecutorial support (paralegal workers and students), and the remaining 36% were considered "Other Personnel". The large majority of the latter category consists of clerical staff.⁵
- With respect to staff lawyers employed by criminal prosecutions branches in 1998/99, most were permanent (86%) as opposed to contract (14%).

Personnel categories by male and female

- There are notable differences between the number of males and females in the various personnel categories (Table 7). Female lawyers accounted for 38% of all permanent and contract lawyers employed by criminal prosecution branches, a slight increase from 36% in 1996/97 and 34% reported in 1994/95.
- In contrast, female employees accounted for approximately 95% of the "Other Personnel" category, which primarily consists of clerical and administrative staff. This is up from 92% in 1996/97.

Staff lawyers by function and specialization

- In each provincial jurisdiction, the majority of staff lawyers are assigned to general duties while the remaining prosecutors serve in either administrative or specialized functions, such as appeals or young offender prosecutions (Table 8).
- Overall, 85% of staff lawyers⁶ were carrying out general duties in 1998/99. Quebec, on the other hand, had 96% of its prosecutors assigned to general duties while Newfoundland had 94%.

⁵ All jurisdictions used, to varying degrees, the services of per diem Crown prosecutors. These individuals are professional members of the private bar who, when called upon, fill in for Crown attorneys otherwise engaged. Although the expenditure amount for private lawyers is reported for each jurisdiction (see Table 1), the total number of private lawyers is unavailable.

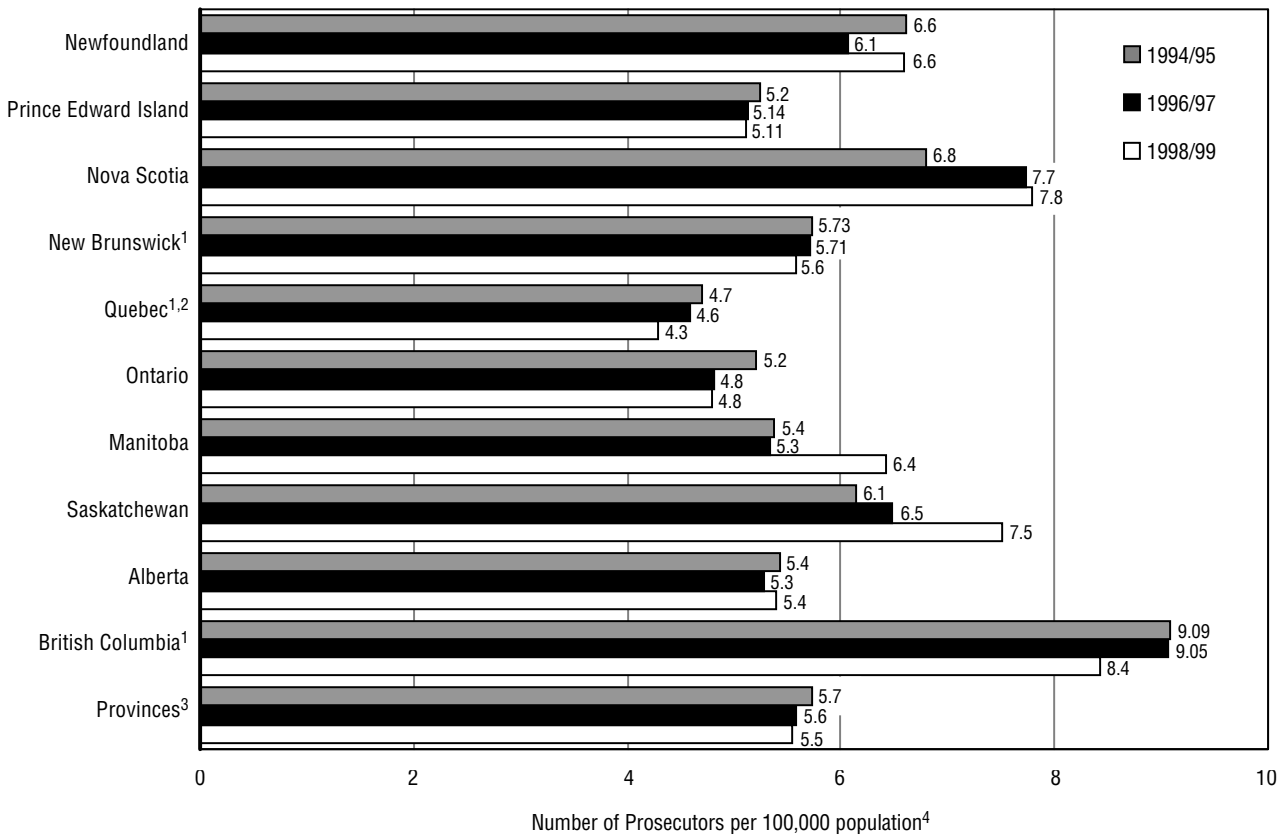
⁶ Excludes Justice Canada, as a breakdown of lawyers by function and specialization was not available.

Prosecutors per capita

- Figure 1 provides the number of staff lawyers employed by criminal prosecution branches per 100,000 population by jurisdiction, from 1994/95 to 1998/99. The average number of prosecutors in the ten provinces remained steady from 1994/95 to 1998/99 at 5.5 to 5.7 prosecutors per 100,000 population.
- In 1998/99, Ontario (4.8) and Quebec (approximately 4.3, excluding prosecutors in municipal courts with criminal jurisdiction) had the lowest number of criminal prosecutors per 100,000, while British Columbia had the highest (8.4), followed by Nova Scotia (7.8).
- Between 1996/97 and 1998/99, the number of prosecutors per capita in P.E.I. and New Brunswick remained relatively stable (Figure 1).
- Prince Edward Island, New Brunswick, Quebec, Ontario and British Columbia reduced the number of prosecutors per capita from 1996/97 to 1998/99.
- Newfoundland, Nova Scotia, Manitoba, Saskatchewan and Alberta all saw an increase in the number of prosecutors per 100,000 population.

Figure 1

Number of Prosecutors per 100,000 population by Provincial Jurisdiction, 1994/95, 1996/97 and 1998/99



¹ Provinces with prosecutor-based charging systems.

² Excludes criminal prosecution personnel in municipal courts.

³ Excludes Justice Canada prosecutors, who have responsibility to prosecute cases in Yukon and Northwest Territories, as well as federal offences.

⁴ Population estimates from Statistics Canada, Demography Division, Annual Demographic Statistics, 1999 Report. Populations as of July 1st: Final intercensal estimates for 1994/95, final postcensal estimates for 1996/97, and updated postcensal estimates for 1998/99.

Source: Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

4.0 Scope, Coverage and Data Collection Method

The primary objective of the Criminal Prosecutions REP Survey is to provide information on the human resources and costs associated with the delivery of criminal prosecutions services in Canada.

The survey is conducted on a biennial basis. Data are provided by the criminal prosecutions branches in all provincial jurisdictions and by Justice Canada, which has responsibility for prosecutions services in the Yukon and Northwest Territories as well as prosecutions under federal statutes. In the case of Quebec, data on the delivery of prosecution services are not available for municipal courts. Based upon estimates from the Adult Criminal Courts Survey (ACCS), 20% of federal statute offence cases in Quebec are heard in municipal courts.

A paper survey form is mailed to each jurisdiction (11 respondents), a copy of which is provided at the end of Appendix 3.⁷ Jurisdictions respond to the survey form according to specific scoring rules (Appendix 3). Upon receipt of the completed form, the Canadian Centre for Justice Statistics follows a manual edit-check procedure to verify that the data are consistent with the survey's definitions. Prior to publication, respondents verify their data.

⁷ Information in this report is current as of March 31, 1999. Nunavut became a territory on April 1st, 1999. This is outside the reference period for this survey. Total expenditures for Nunavut will be shown separately in future publications, if available.

Data Tables 1998/99

**Table 1
Criminal Prosecutions Branch Expenditures by Type and Jurisdiction, 1998/99**

Jurisdiction	Salaries, Wages and Benefits			Other Expenditures			Total ⁴	Total ⁴ Operating Expenditures
	Perm. / Contract Lawyers	Other Personnel	Total ⁴	Proportion of Total Operating	Private Lawyers	Other Operating Expenditures		
	(\$,000)			(%)	(\$,000)			
Justice Canada	16,714.8	4,887.2	21,602.0	52	16,612.9	3,196.7	19,809.7	41,411.7
Newfoundland	2,487.2 ^e	325.0 ^e	2,812.2	73 ^e	171.3	864.9	1,036.3	3,848.5
Prince Edward Island	479.9	133.8	613.7	75	120.6	84.7	205.3	819.0
Nova Scotia	6,034.8	1,812.9	7,847.7	75	314.8	2,246.5	2,561.3	10,409.0
New Brunswick ¹	3,224.1	500.0	3,724.1	84	202.0	501.8	703.8	4,427.9
Quebec ^{1,2}	23,695.2 ^e	9,537.9 ^e	33,233.0 ^e	93 ^e	...	2,556.8	2,556.8	35,789.8^e
Ontario	49,619.0	22,035.0	71,654.0	82	3,807.0	12,083.0	15,890.0	87,544.0
Manitoba	6,333.9	73	298.7	2,032.2	2,330.8	8,664.7
Saskatchewan ³	5,375.1	1,692.7	7,067.9	77	314.3	1,778.7	2,093.0	9,160.9
Alberta	14,346.5	4,337.4	18,683.9	80	1,051.6	3,674.7	4,726.3	23,410.2
British Columbia ¹	39,866.0	76	2,999.4	9,933.3	12,932.6	52,798.6
PROVINCIAL TOTAL⁴	191,836.4	81	..	35,756.6	45,036.3	236,872.7
CANADA TOTAL⁴	213,438.4	77	25,892.7	38,953.3	64,846.0	278,284.4

¹ Provinces with prosecutor-based charging systems.

² Excludes criminal prosecution services in municipal courts, representing approximately 20% of workload.

³ Excludes benefits (estimated at 14% of salary) paid by the Saskatchewan Deptment of Finance.

⁴ Totals may not add exactly, due to rounding.

Source: Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

**Table 2
Expenditure Type as a Percentage of Total Operating Expenditures, 1998/99**

Jurisdiction	Type of Expenditure as a % of Total Operating Expenditures			Percent Total
	Salaries, Wages & Benefits Paid to Staff	Expenditures on Private Lawyers	Other Operating Expenditures	
	(%)			
Justice Canada	52	40	8	100
Newfoundland	73	4	22	100
Prince Edward Island	75	15	10	100
Nova Scotia	75	3	22	100
New Brunswick ¹	84	5	11	100
Quebec ^{1,2}	93	...	7	100
Ontario	82	4	14	100
Manitoba	73	3	23	100
Saskatchewan	77	3	19	100
Alberta	80	4	16	100
British Columbia ¹	76	6	19	100

¹ Provinces with prosecutor-based charging systems.

² Excludes costs associated with criminal prosecution services in municipal courts.

Source: Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

**Table 3
Per Capita Expenditures on Prosecutions by Jurisdiction, 1994/95, 1996/97 and 1998/99**

Jurisdiction		Current Dollars			Constant Dollars ⁸			CPI	Popula- tion ⁹
		Total Expen- ditures	Percentage Change From Previous Report's Total	Per Capita	Total Expen- ditures	Percentage Change From Previous Report's Total	Per Capita	Fiscal Average ⁸ 1992=100	
		(\$, 000)	(%)	(\$)	(\$, 000)	(%)	(\$)	(000's)	
Justice Canada ¹	1994/95	42,066.8	41,084.2	102.4	...
	1996/97	44,019.2	5	...	41,371.4	1	...	106.4	...
	1998/99	41,411.7	-6	...	38,044.7	-8	...	108.9	...
Newfoundland	1994/95	4,270.3	..	7.43 ^r	4,170.6	..	7.26 ^r	102.4	574.8 ^r
	1996/97	3,458.7	-19	6.17 ^r	3,250.7	-22	5.80 ^r	106.4	560.6 ^r
	1998/99	3,848.5	11	7.06	3,535.6	9	6.48	108.9	545.4
Prince Edward Island	1994/95	675.3	..	5.05 ^r	659.6	..	4.93 ^r	102.4	133.7 ^r
	1996/97	798.5	18	5.86 ^r	750.5	14	5.51 ^r	106.4	136.2 ^r
	1998/99	819.0	3	5.98	752.4	0	5.49	108.9	137.0
Nova Scotia	1994/95	7,946.8	..	8.58 ^r	7,761.2	..	8.38 ^r	102.4	926.3 ^r
	1996/97	8,713.8	10	9.36 ^r	8,189.7	6	8.79 ^r	106.4	931.2 ^r
	1998/99	10,409.0	19	11.12	9,562.7	17	10.22	108.9	936.1
New Brunswick ²	1994/95	4,589.9	..	6.11 ^r	4,482.7	..	5.97 ^r	102.4	750.9 ^r
	1996/97	4,196.0	-9	5.57 ^r	3,943.6	-12	5.24 ^r	106.4	753.0 ^r
	1998/99	4,427.9	6	5.88	4,067.9	3	5.40	108.9	753.5
Quebec ^{2,3,4}	1994/95	36,240.0 ^e	..	5.03 ^r	35,393.5	..	4.91 ^r	102.4	7,207.3 ^r
	1996/97	38,025.6 ^e	5	5.23 ^r	35,738.3	1	4.91 ^r	106.4	7,274.0 ^r
	1998/99	35,789.8 ^e	-6	4.89	32,880.0	-8	4.49	108.9	7,323.0
Ontario	1994/95	81,291.5	..	7.51 ^r	79,392.7	..	7.33 ^r	102.4	10,827.5 ^r
	1996/97	76,922.0	-5	6.93 ^r	72,295.1	-9	6.51 ^r	106.4	11,100.9 ^r
	1998/99	87,544.0	14	7.69	80,426.3	11	7.06	108.9	11,384.4
Manitoba	1994/95	6,747.5 ^r	..	6.00 ^r	6,589.9 ^r	..	5.86 ^r	102.4	1,123.9 ^r
	1996/97	7,527.7	12	6.64 ^r	7,074.9	7	6.24 ^r	106.4	1,134.3 ^r
	1998/99	8,664.7	15	7.61	7,960.3	13	6.99	108.9	1,138.0
Saskatchewan ⁵	1994/95	6,358.8	..	6.30 ^r	6,210.3	..	6.15 ^r	102.4	1,009.7 ^r
	1996/97	7,248.8	14	7.11 ^r	6,812.8	10	6.68 ^r	106.4	1,019.5 ^r
	1998/99	9,160.9	26	8.94	8,416.1	24	8.21	108.9	1,025.2
Alberta	1994/95	19,217.5	..	7.10 ^r	18,768.7	..	6.94 ^r	102.4	2,704.9 ^r
	1996/97	18,960.6	-1	6.82 ^r	17,820.1	-5	6.41 ^r	106.4	2,780.6 ^r
	1998/99	23,410.2	23	8.05	21,506.9	21	7.40	108.9	2,906.9
British Columbia ²	1994/95	48,074.2	..	13.06 ^r	46,951.3	..	12.75 ^r	102.4	3,681.8 ^r
	1996/97	54,690.9	14	14.09 ^r	51,401.2	9	13.24 ^r	106.4	3,882.0 ^r
	1998/99	52,798.6	-3	13.21	48,505.8	-6	12.13	108.9	3,998.3
PROVINCIAL TOTAL⁶	1994/95	215,411.9 ^r	..	7.44 ^r	210,380.3 ^r	..	7.27 ^r	102.4	28,940.8 ^r
	1996/97	220,542.6	2	7.46 ^r	207,276.9	-1	7.01 ^r	106.4	29,572.4 ^r
	1998/99	236,872.7	7	7.85	217,423.1	5	7.21	108.9	30,147.8
CANADA TOTAL^{6,7}	1994/95	257,478.7 ^r	..	8.87 ^r	251,464.5 ^r	..	8.66 ^r	102.4	29,036.0 ^r
	1996/97	264,561.8	3	8.92 ^r	248,648.3	-1	8.38 ^r	106.4	29,671.9 ^r
	1998/99	278,284.4	5	9.19	255,467.8	3	8.45	108.9	30,246.9

¹ Benefits and other personnel costs such as training have been estimated for 1994/95.² Provinces with prosecutor-based charging systems.³ Excludes the cost of criminal prosecution services in municipal courts.⁴ Benefits have been estimated for 1994/95 and 1996/97.⁵ Benefits amounting to approximately 13% of salaries in 1994/95 and 14% of salaries in both 1996/97 and 1998/99 are not included in the figures for "Total Expenditures".⁶ Benefits were paid for out of the Saskatchewan Department of Finance budget.⁷ Total may not add exactly, due to rounding.⁸ Includes Justice Canada, who have responsibility to prosecute cases in Yukon and the Northwest Territories, as well as federal offences.⁹ Constant dollars and the fiscal average were used to control for inflation. The indexed changes in year-to-year expenditures by consumers for goods and services (reported by Statistics Canada's August 1999 report, *The Consumer Price Index, Catalogue No. 62-001*) have been used to calculate constant dollar figures, using the annual average of a fiscal year from April 1st to March 31st.⁹ Population estimates from Statistics Canada, Demography Division, *Annual Demographic Statistics, 1999 Report*. Populations as of July 1st: Final intercensal estimates for 1994/95, final postcensal estimates for 1996/97, and updated postcensal estimates for 1998/99.^e Figures are estimates.^r Revised figures, in comparison to the previous survey.**Source:** Statistics Canada, Canadian Centre for Justice Statistics, *Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99*, report 85-402-XIE.

**Table 4
Crime Statistics, 1998¹**

Jurisdiction	Population ³	Actual Incidents ² (Criminal Code only)	Rate per 100,000 Population	Incidents Cleared by Charge (Criminal Code only)	% Cleared by Charge
Newfoundland	545,418	31,580	5,790	8,559	27.1
Prince Edward Island	137,028	8,562	6,248	1,670	19.5
Nova Scotia	936,089	76,075	8,127	15,938	21.0
New Brunswick ⁴	753,454	51,011	6,770	12,881	25.3
Quebec ⁴	7,322,995	471,507	6,439	89,805	19.0
Ontario	11,384,379	800,477	7,031	194,724	24.3
Manitoba	1,138,035	120,911	10,625	31,832	26.3
Saskatchewan	1,025,203	127,870	12,473	40,124	31.4
Alberta	2,906,870	264,900	9,113	71,491	27.0
British Columbia ⁴	3,998,325	486,861	12,177	76,428	15.7
Provincial Total	30,147,796	2,439,754	8,093	543,452	22.3

1 Source: Statistics Canada, Canadian Centre for Justice Statistics, Uniform Crime Reporting Survey, 1998. For further information, see Canadian Crime Statistics, 1998, report 85-205-XIE.

2 Actual incidents are those reported or known to the police, for which police established that an actual incident had occurred.

3 Statistics Canada, Demography Division, Annual Demographic Statistics, 1999 Report, July 1st, updated postcensal estimates.

4 Provinces with prosecutor-based charging systems. In New Brunswick, Quebec and British Columbia, an incident is cleared by charge when police recommend to Crown counsel that a charge be laid against an alleged offender.

Source: Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

**Table 5
Youth and Adult Provincial Criminal Court Caseload Data, 1998/99**

Jurisdiction	Adult Cases ³	Youth Cases ⁴	Total Cases	Population ⁵ (000's)	Case Rate per 1,000 Population
Newfoundland	7,466	2,142	9,608	545.4	17.6
Prince Edward Island	1,521	324	1,845	137.0	13.5
Nova Scotia	16,398	3,158	19,556	936.1	20.9
New Brunswick ¹	13,409	1,999	15,408	753.5	20.4
Quebec ^{1,2}	74,221	11,297	85,518	7,323.0	11.7
Ontario	196,828	40,697	237,525	11,384.4	20.9
Manitoba	..	8,477	..	1,138.0	..
Saskatchewan	26,709	8,127	34,836	1,025.2	34.0
Alberta	61,472	17,510	78,982	2,906.9	27.2
British Columbia ¹	73,895	11,764	85,659	3,998.3	21.4

¹ Provinces with prosecutor-based charging systems.

² Excludes municipal courts estimated to represent 20% of workload.

³ Sources: Adult Criminal Court Survey, 1998/99, Canadian Centre for Justice Statistics. Excludes superior court cases. New Brunswick, Manitoba and British Columbia do not participate in the ACCS, however New Brunswick and British Columbia provided independent data, using a close approximation of the ACCS case definition, by excluding provincial statute offences and cases disposed of through transfers to superior court.

⁴ Source: Youth Court Survey, 1998/99, Canadian Centre for Justice Statistics.

⁵ Statistics Canada, Demography Division, Annual Demographic Statistics, 1999, July 1st, updated postcensal estimates.

Source: Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

**Table 6
Criminal Prosecutions Personnel by Category, 1996/97 and 1998/99**

Jurisdiction	Fiscal Year	Staff Lawyers			Prosecutorial Support				Other Personnel				Total Personnel
		Perm.	Contract	Total Lawyers	Paralegals	Police	Students	Total Support	Mgmt.	Clerical	Other	Total Other	
Justice Canada ¹	1996/97	119.0	56.0	175.0	17.0	17.0	..	81.0	5.0	86.0	278.0
	1998/99	138.0	69.0	207.0	18.0	..	4.0	22.0	..	95.0	3.0	98.0	327.0
Newfoundland	1996/97	28.0	6.0	34.0	2.0	2.0	...	14.0	...	14.0	50.0
	1998/99	28.0	8.0	36.0	-	-	...	13.0	...	13.0	49.0
Prince Edward Island	1996/97	5.0	2.0	7.0	1.0	1.0	...	4.0	...	4.0	12.0
	1998/99	6.0	1.0	7.0	1.0	1.0	...	4.0	...	4.0	12.0
Nova Scotia	1996/97	65.0	7.0	72.0	1.0	1.0	1.0	46.0	...	47.0	120.0
	1998/99	65.0	8.0	73.0	-	-	2.0	46.0	...	48.0	121.0
New Brunswick ²	1996/97	42.0	1.0	43.0	-	-	-	-	-	13.0	-	13.0	56.0
	1998/99	42.0	-	42.0	-	-	-	-	-	14.0	-	14.0	56.0
Quebec ^{2,3}	1996/97	308.0	26.1	334.1	20.0	...	0.5	20.5	11.0	235.0	...	246.0	600.6
	1998/99	283.0	30.4	313.4	6.0	...	5.5	11.5	7.0	164.5	...	171.5	496.4
Ontario	1996/97	433.0	102.0	535.0	80.0	...	5.0	85.0	25.0	250.0	...	275.0	895.0
	1998/99	477.0	68.0	545.0	85.0	...	6.0	91.0	32.0	255.0	...	287.0	923.0
Manitoba	1996/97	60.5	...	60.5	5.0	5.0	...	32.0	1.0	33.0	98.5
	1998/99	71.0	2.0	73.0	5.0	5.0	...	33.5	-	33.5	111.5
Saskatchewan	1996/97	64.0	2.0	66.0	2.0	...	2.0	4.0	2.0	38.0	...	40.0	110.0
	1998/99	77.0	-	77.0	2.0	..	1.0	3.0	1.0	51.5	...	52.5	132.5
Alberta	1996/97	112.5	34.5	147.0	10.0	...	4.0	14.0	1.0	90.0	...	91.0	252.0
	1998/99	130.0	28.0	158.0	10.0	...	5.0	15.0	4.0	104.0	...	108.0	281.0
British Columbia ²	1996/97	351.5	...	351.5	10.0	295.7	...	305.7	657.2
	1998/99	293.3	43.1	336.4	9.0	276.5	...	285.5	621.9
PROVINCIAL TOTAL	1996/97	1,469.5	180.6	1,650.1	112.0	...	20.5	132.5	50.0	1,017.7	1.0	1,068.7	2,851.3
	1998/99	1,472.3	188.5	1,660.8	103.0	...	23.5	126.5	55.0	962.0	-	1,017.0	2,804.3
CANADA TOTAL	1996/97	1,588.5	236.6	1,825.1	129.0	149.5	..	1,098.7	6.0	1,154.7	3,129.3
	1998/99	1,610.3	257.5	1,867.8	121.0	148.5	..	1,057.0	3.0	1,115.0	3,131.3

¹ The "Staff Lawyers" category excludes Crown agents. A Crown agent is a non-government lawyer in good standing with the Bar who has been appointed by the Minister of Justice to act as an agent for the Attorney General of Canada.

² Provinces with prosecutor-based charging systems.

³ Excludes criminal prosecution personnel in municipal courts.

Source: Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

Table 7
Criminal Prosecutions Personnel by Category by Sex, 1996/97 and 1998/99

Jurisdiction	Fiscal Year	Staff Lawyers			Prosecutorial Support			Other Personnel			All Personnel		
		Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Justice Canada ¹	1996/97	103.0	72.0	175.0	1.0	16.0	17.0	7.0	79.0	86.0	111.0	167.0	278.0
	1998/99	124.0	83.0	207.0	2.0	20.0	22.0	3.0	95.0	98.0	129.0	198.0	327.0
Newfoundland	1996/97	21.0	13.0	34.0	1.0	1.0	2.0	-	14.0	14.0	22.0	28.0	50.0
	1998/99	22.0	14.0	36.0	-	-	0.0	-	13.0	13.0	22.0	27.0	49.0
Prince Edward Island	1996/97	4.0	3.0	7.0	-	1.0	1.0	-	4.0	4.0	4.0	8.0	12.0
	1998/99	4.0	3.0	7.0	-	1.0	1.0	-	4.0	4.0	4.0	8.0	12.0
Nova Scotia	1996/97	56.0	16.0	72.0	-	1.0	1.0	1.0	46.0	47.0	57.0	63.0	120.0
	1998/99	56.0	17.0	73.0	-	-	-	2.0	46.0	48.0	58.0	63.0	121.0
New Brunswick ²	1996/97	32.0	11.0	43.0	-	-	-	-	13.0	13.0	32.0	24.0	56.0
	1998/99	32.0	10.0	42.0	-	14.0	14.0	32.0	24.0	56.0
Quebec ^{2,3}	1996/97	197.1	137.0	334.1	9.0	11.5	20.5	34.0	212.0	246.0	240.1	360.5	600.6
	1998/99	185.9	127.5	313.4	4.1	7.4	11.5	14.4	157.1	171.5	204.4	292.0	496.4
Ontario	1996/97	335.0	200.0	535.0	34.0	51.0	85.0	24.0	251.0	275.0	393.0	502.0	895.0
	1998/99	311.0	234.0	545.0	39.0	52.0	91.0	19.0	268.0	287.0	369.0	554.0	923.0
Manitoba	1996/97	46.5	14.0	60.5	2.0	3.0	5.0	-	33.0	33.0	48.5	50.0	98.5
	1998/99	49.0	24.0	73.0	2.0	3.0	5.0	-	33.5	33.5	51.0	60.5	111.5
Saskatchewan	1996/97	50.0	16.0	66.0	3.0	1.0	4.0	-	40.0	40.0	53.0	57.0	110.0
	1998/99	55.0	22.0	77.0	2.0	1.0	3.0	-	52.5	52.5	57.0	75.5	132.5
Alberta	1996/97	114.0	33.0	147.0	8.0	6.0	14.0	1.0	90.0	91.0	123.0	129.0	252.0
	1998/99	111.0	47.0	158.0	8.0	7.0	15.0	5.0	103.0	108.0	124.0	157.0	281.0
British Columbia ²	1996/97	210.5	141.0	351.5	21.0	284.7	305.7	231.5	425.7	657.2
	1998/99	209.7	126.7	336.4	11.0	274.5	285.5	220.7	401.2	621.9
PROVINCIAL TOTAL	1996/97	1,066.1	584.0	1,650.1	57.0	75.5	132.5	81.0	987.7	1,068.7	1,204.1	1,647.2	2,851.3
	1998/99	1,035.6	625.2	1,660.8	55.1	71.4	126.5	51.4	965.6	1,017.0	1,142.1	1,662.2	2,804.3
CANADA TOTAL	1996/97	1,169.1	656.0	1,825.1	58.0	91.5	149.5	88.0	1,066.7	1,154.7	1,315.1	1,814.2	3,129.3
	1998/99	1,159.6	708.2	1,867.8	57.1	91.4	148.5	54.4	1,060.6	1,115.0	1,271.1	1,860.2	3,131.3

¹ The "Staff Lawyers" category excludes Crown agents. A Crown agent is a non-government lawyer in good standing with the Bar who has been appointed by the Minister of Justice to act as an agent for the Attorney General of Canada.

² Provinces with prosecutor-based charging systems.

³ Excludes criminal prosecution personnel in municipal courts.

Source: Statistics Canada, Canadian Centre for Justice Statistics, *Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99*, report 85-402-XIE.

**Table 8
Lawyers by Function and Specialization, 1996/97 and 1998/99**

Jurisdiction	Fiscal Year	Admin.	Legal Practice								Total Lawyers
			General Duties	Specialized Functions							
				Appeals	Commercial Crimes	Family Violence	Sexual Assault	Young Offenders	Other Functions	Total Specialized	
Justice Canada	1996/97	175.0
	1998/99	207.0
Newfoundland	1996/97	1.0	31.0	1.0	1.0	...	2.0	34.0
	1998/99	-	34.0	1.0	1.0	...	2.0	36.0
Prince Edward Island	1996/97	1.0	4.0	1.0	1.0	2.0	7.0	2.0	7.0
	1998/99	1	4.0	1.0	1.0	2.0	7.0
Nova Scotia	1996/97	2.0	61.0	4.0	3.0	1.0	1.0	9.0	72.0
	1998/99	2.0	59.0	6.0	4.0	1.0	1.0	12.0	73.0
New Brunswick ¹	1996/97	-	34.0	...	3.0	6.0 ²	9.0	43.0
	1998/99	2.0	32.0	...	3.0	5.0 ³	3.0	37.0
Quebec ^{1,4}	1996/97	14.0	279.5	...	10.5	...	15.0	15.1	...	40.6	334.1
	1998/99	14.0	299.4	0.0	313.4
Ontario	1996/97	16.0	455.0	64.0	64.0	535.0
	1998/99	11.0	466.0	61.0	...	7.0	68.0	545.0
Manitoba	1996/97	1.0 [†]	46.0 [†]	2.0	4.0	4.5	...	3.0	...	13.5	60.5
	1998/99	1.0	50.0	2.0	4.0	9.0	...	7.0	-	22.0	73.0
Saskatchewan	1996/97	1.0	61.0	4.0	4.0	66.0
	1998/99	1.0	68.0	4.0	2.0	2.0	8.0	77.0
Alberta	1996/97	3.0	129.0	8.0	7.0	15.0	147.0
	1998/99	7.0	134.0	7.0	8.0	2.0	17.0	158.0
British Columbia ¹	1996/97	351.5
	1998/99	3.0	282.4	14.0	10.4	1.0	1.0	1.0	23.6	51.0	336.4
PROVINCIAL TOTAL	1996/97	1,650.1
	1998/99	52.0	1,418.8	96.0	31.4	18.0	3.0	9.0	32.6	190.0	1,660.8
PROVINCIAL TOTAL⁵ (excludes British Columbia)	1996/97	49.0	1,090.5	84.0	27.5	5.5	17.0	19.1	6.0	159.1	1,298.6
CANADA TOTAL	1996/97	1,825.1
	1998/99	1,867.8

¹ Provinces with prosecutor-based charging systems.² The 6 lawyers listed under "Other Functions" perform the following specialized functions: 4 lawyers act exclusively as counsel to the Minister of Health and Community Services; 2 lawyers are involved in pre-charge screening.³ The equivalent of 5 lawyers who act exclusively as counsel for the Minister of Family and Community Services.⁴ Excludes criminal lawyers providing prosecutorial services in municipal courts.⁵ Provincial total excludes British Columbia as the breakdown of lawyers by specialized function was not available.[†] Revised figures, in comparison to the previous survey release.**Source:** Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

Appendix 1
Budget Items Included in Table 1 under "Other Operating Expenditures", 1998/99¹

Jurisdiction	Witness Costs	Law Library/Publications	Transcripts	Training	Vehicle Maintenance, Oil	Purchase/Leasing Gasoline, of Vehicles	Transportation	Materials, Supplies, Furniture	Office Supplies	Telephone/Communication	Systems Costs	Equip't Purch. (minor)	Equip't Leasing	Profess. Services	Bank Charges
JUSTICE	Yes	Yes	NO	Yes	NO	NO	Yes	Yes	Yes	Yes	Yes	Yes	NO	NO	NO
Nfld.	Yes	NO ²	Yes	...	Yes	Yes	Yes	Yes	Yes	Yes	NO	Yes	Yes	NO	NO
P.E.I.	NO ³	Yes	Yes	Yes	Yes ⁴	NO	Yes	Yes	Yes	Yes	Yes	NO	Yes	Yes	NO
N.S.	Yes	Yes	Yes	Yes	NO	NO	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
N.B.	Yes ⁵	Yes	NO	Yes	NO	NO	Yes	Yes	Yes	Yes	NO	Yes	Yes	Yes	NO
Que. ⁶	NO ⁷	Yes	NO ⁸	Yes	NO	Yes	Yes	Yes	Yes	NO ⁹	Yes	Yes	Yes	Yes	Yes
Ont.	Yes	Yes	Yes	Yes	NO	Yes	Yes	Yes	Yes	Yes	Yes ¹⁰	Yes	Yes	Yes	NO
Man.	NO ¹¹	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Sask.	Yes	Yes	NO	Yes	NO	NO	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Alta.	Yes ¹²	Yes ¹³	Yes	Yes ¹⁴	Yes	Yes	Yes	Yes	Yes	Yes	Yes ¹⁵	Yes	Yes	Yes	No ¹⁶
B.C.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

¹ Refers to whether or not values are entered on lines 27 and 28 of the survey form. Excludes rent and utilities.

² Law Library/Publications costs of \$9,621 are accounted for in another department's budget.

³ Witness Costs of \$32,104 are accounted for in the Court Services budget.

⁴ Includes mileage claims.

⁵ Costs associated with expert witness fees only.

⁶ Excludes the cost associated with criminal prosecution services in municipal courts.

⁷ Witness Costs of \$803,200 are accounted for in the Court Services budget.

⁸ Transcript Costs estimated at \$1,416,300 are accounted for in another department's budget.

⁹ Telephone and Communication Costs estimated at \$440,358 are accounted for in another department's budget.

¹⁰ The costs of common services and leasing are shared with other divisions and provincial ministries.

¹¹ Excludes witness costs of \$648,657.

¹² Excludes witness costs accounted for in the Court Services budget.

¹³ Excludes Law Library costs accounted for in the Court Services budget.

¹⁴ Excludes the cost of training conducted at the Staff Training College accounted for in the Human Resources budget.

¹⁵ Excludes telephone line charges accounted for in the Corporate Services Division budget.

¹⁶ Bank charges are covered by Alberta Treasury.

Source: Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

Appendix 2
Training Costs, 1998/99

Jurisdiction	Training Costs ¹
Justice Canada ²	\$60,943
Newfoundland ³	...
Prince Edward Island ⁴	\$1,041
Nova Scotia	\$45,100
New Brunswick	\$12,000
Quebec ⁵	\$321,208
Ontario	\$825,000
Manitoba	\$22,900
Saskatchewan	\$7,857
Alberta	\$97,290
British Columbia	\$173,132
PROVINCIAL TOTAL (excluding Nfld.)	\$1,423,549
CANADA TOTAL (excluding Nfld.)	\$1,484,492

¹ These training costs are included as part of 'Other Operating Expenditures' listed in Table 1 of this report, in reference to lines 27 and 28 of the survey form.

² Training costs do not apply to Crown Agents.

³ Training costs are not available for Newfoundland.

⁴ Includes internal training only.

⁵ Excludes training costs associated with criminal prosecution services in municipal courts.

Source: Statistics Canada, Canadian Centre for Justice Statistics, Criminal Prosecutions Resources, Expenditures and Personnel, 1998/99, report 85-402-XIE.

Appendix 3

Criminal Prosecutions REP Scoring Rules and Survey Form, 1998/99

GENERAL NOTES AND INSTRUCTIONS

Purpose of Survey

The Criminal Prosecutions Expenditures and Personnel Survey, conducted biennially by the Courts Program, Canadian Centre for Justice Statistics, collects information on the human resources and costs associated with the delivery of criminal prosecution services in Canada. This information, in turn, assists National Justice Statistics Initiative partners in addressing their policy, management and research agendas.

Fiscal Year

All data requested pertain to the fiscal year April 1, 1998 to March 31, 1999.

When Data are Not Available or Not Applicable

If you are unable to break down the categories into their component parts (e.g. Permanent Lawyers by sex), please provide the aggregate total and indicate '**N/Av**' (Not Available) in the appropriate cell(s) (e.g. Male / Female).

Similarly, if a particular figure is not available, please indicate '**N/Av**' or, preferably, provide a reasonable estimate of the figure - estimates should be indicated by '**e**' (estimate). For example, an estimate of \$925,000 in Salaries and Wages Paid to Permanent and Contract Lawyers would be written as '\$925,000 (e)' in the corresponding cell.

If a particular category is not applicable (e.g. Police do not perform Prosecutorial duties in your jurisdiction), please indicate '**N/Ap**' (Not Applicable).

PART A

TABLE 1: Actual Personnel as of March 31, 1999 by Category and Sex

General Rules:

1. This table refers to the **actual number of full-time** as well as **permanent part-time** employees who were on the criminal prosecution branch's payroll as of March 31. Do **NOT** include part-time or casual workers who are not employed on a permanent basis. If counts are only available from the pay period ending closest to March 31 (but not beyond), report these figures.
2. Convert 'permanent part-time' employees to a **full-time equivalent**. For example, three permanent part-time employees who each work twelve hours a week should be scored as one full-time employee.

Category of Personnel

A. Lawyers

Include all crown counsel, crown attorneys or crown prosecutors appointed by the Attorney-General, under the provisions of provincial statutes, to take charge of and conduct, on behalf of the Crown, the prosecution of criminal offences. Also **include** lawyers who perform administrative functions (e.g. directors) or whose responsibilities entail conducting legal research related to the prosecutorial process. **Do not include** lawyers on long-term disability.

Permanent Lawyers (line 1): **Include** only those lawyers who are considered indeterminate/permanent government employees.

Contract/Term Lawyers (line 2): **Include** all lawyers who are employed on full-time contracts. Contract lawyers or standing agents are often private lawyers who are hired on a long-term basis.

Total Permanent / Contract Lawyers (line 3): This cell represents a total count of “Permanent” and “Contract” lawyers by sex (sum of lines 1 and 2).

B. Additional Prosecutorial Support

Please **include** all **full-time** and **permanent part-time** employees who perform direct prosecutorial functions (e.g. prosecute less serious offences such as traffic and other provincial statute cases).

Paralegals / Provincial Prosecutors (line 4): **Include** non-lawyers who conduct prosecutions (i.e. provincial statute offences, municipal by-law infractions) or who assist crown counsel in other prosecutorial matters (e.g. research).

Police (line 5): **Include** all police officers who conduct prosecutions (e.g. traffic, other provincial statute cases). In order to account for the contribution of police, a Crown “full-time equivalent” measurement must be created. To establish this indicator, the number of “hours billed by” or “monies paid to” police organizations could be converted into a person-year equivalent for a Crown in the same jurisdiction.

Students (line 6): **Include** all articling/law students who assist Crown counsel in their prosecutorial functions (e.g. conducting prosecutions, research).

Total Prosecutorial Support (line 7): This cell represents the branch’s total “prosecutorial support” strength (sum of lines 4 to 6).

C. Other Personnel

Include all full-time and permanent part-time personnel who are paid for out of the criminal prosecution branch’s budget. **Do not include** personnel who are supplied at no charge by the department/ministry.

Management / Professionals (line 8): **Include** personnel in any of the following positions: senior managers, administrators, systems/computer analysts, and other highly skilled personnel. Note: These individuals are not lawyers.

Clerical Support (line 9): **Include** all personnel who perform clerical support, secretarial or reception duties.

Other Personnel (line 10): **Include** all other personnel not included in the above categories.

Total Other Personnel (line 11): This cell represents the criminal prosecution branch’s total “other personnel” strength.

D. Total Personnel

Line 12 represents the total of all personnel by sex and the grand total of all personnel (sum of lines 3 and 7 and 11).

TABLE 2: Lawyers as of March 31, 1999 by Function and Category

General Rules:

1. This table refers to the **actual number** of **full-time** as well as **permanent part-time** lawyers who were on the criminal prosecution branch’s payroll as of March 31 (see Table 1 general rules).

2. With respect to Personnel Categories, please refer to the definitions listed in Table 1 for description of lawyer categories.
3. If you are unable to break down the categories into their component parts (e.g. Contract Lawyers by function), please provide the aggregate total and indicate '**N/Av**' in the appropriate rows (e.g. Appeals, Commercial Crime, Family Violence, etc.). If a particular category is not applicable (e.g. Contract Lawyers), please indicate '**N/Ap**'.
4. **Important Note:** Smaller criminal prosecution branches/programs will normally report the majority of their crown counsel under "General Duties". Only if a lawyer is **assigned full-time to a specific task**, should he/she be included under "Specialized Functions". For example, if a lawyer spends 50% of his/her time performing general duties (i.e. prosecuting assaults, break and enters, thefts), 30% of his/her time on family violence, and 20% on administrative work, he/she should be counted under "General Duties".

Function

A. Administration

For the purposes of this survey form, the term "administration" refers to those lawyers who are primarily (i.e. more than 3/4 of one's time) involved in management, policy and planning, finance, scheduling, training, etc. (line 13).

B. Prosecutorial Operations

Under prosecutorial operations, there are two major categories: "General Duties" and "Specialized Functions".

General Duties (line 14): **Include** lawyers who conduct criminal prosecutions across a wide array of specializations (i.e. homicide, assault, break and enter, mischief). While a typical lawyer may spend part of his/her normal week performing different prosecutorial duties (i.e. administration, research, court time), unless that individual is assigned full-time to a specific function, he/she should be scored as "General Duties".

Specialized Functions: **Include** only those lawyers assigned full-time to specialized functions:

Appeals (line 15): **Include** all lawyers who are dedicated to conducting appeals.

Commercial Crime (line 16): **Include** all lawyers who are dedicated to the prosecution of commercial crimes.

Family Violence (line 17): **Include** all lawyers who are dedicated to the prosecution of family violence cases.

Sexual Assault (line 18): **Include** all lawyers who are dedicated to the prosecution of sexual assault cases.

Young Offenders (line 19): **Include** all lawyers who are dedicated to the handling and prosecution of young offenders.

Other Specialized Functions (line 20): **Include** all other lawyers assigned full-time to other specific prosecutorial functions.

Total Prosecutorial Operations (line 21): This cell represents the summation of "General Duties" and "Specialized Functions", giving a total count of lawyers in Prosecutorial Operations (sum of lines 14 to 20).

C. Total Administration and Prosecutorial Operations

Line 22 represents the total of "Administration" and "Total Prosecutorial Operations" (sum of lines 13 and 21).

TABLE 3: Criminal Prosecution Branch Expenditures

General Rules:

1. Report actual expenditures to the nearest dollar.
2. Expenditures represent gross expenditures. Do not include revenues and recoveries.
3. **Record only those expenditures that are paid from the criminal prosecution branch's budget.** If a particular expenditure is not part of the criminal prosecution branch budget, then it should be indicated by writing '**N/Ap**' in the appropriate cell.
4. Do not include large 'capital expenditures' (i.e. expenditures for the purchase of long-term assets), except for the purchase of vehicles.

Type of Expenditure**A. Salaries, Wages and Benefits**

Paid to Permanent and Contract Lawyers (line 23).

Paid to Other Personnel (line 24).

Include all salaries and wages, including overtime, shift premiums, and awards for full-time and permanent part-time employees.

Holiday pay, long service payments, isolation pay and bursaries should also be reported here.

All payments made to employees which are neither salaries nor wages, are to be considered benefits. **Do not include** pensions paid out to retired employees or surviving spouses.

If "employee benefits" are not paid for by the Criminal Prosecutions Branch budget, this should be noted in the Comments Section of Part B. If the exact benefit payment amount is unknown, an estimate is acceptable (e.g. a percentage value applied to the total salary amount). Please indicate in the Comments Section of Part B how the estimate was obtained.

Examples of benefits would include employer's contribution to:

- | | |
|-------------------------------|---|
| – Canada Pension Plan (CPP) | – death benefits |
| – Quebec Pension Plan (QPP) | – worker's compensation/disability payments |
| – Employment Insurance (EI) | – maternity leave payments |
| – Superannuation/Pension Plan | – severance pay |
| – Health Insurance Plan | – clothing allowance |
| – Dental Plan | – transportation allowance |
| – Group Life Insurance Plan | – miscellaneous allowances
(e.g. contribution to plans such as Visioncare) |

Total Salaries, Wages and Benefits (line 25): This cell represents the summation of salaries, wages and benefits paid to lawyers and other criminal prosecution branch personnel (sum of lines 23 and 24).

B. Other Expenditures (paid directly through prosecutions branch budget)

Payments to Ad Hoc / Per Diem Lawyers (line 26): **Include** all payments or purchased services of either ad hoc or per diem lawyers.

Training Costs (line 27): **Include** all costs incurred by the criminal prosecution branch for the purposes of training and/or professional development (e.g. courses, conference attendance, seminars, etc.).

Other Operating Expenditures (line 28): **Include** all other operating expenditures not mentioned elsewhere such as:

- witness costs (e.g. witness fees, transportation, accommodation, meals, any portion of police witness costs that are paid out of the prosecutorial budget);
- law library and publications;
- purchases of transcripts (e.g. police transcripts of witness/victim statements from video-taped interviews)
- vehicle maintenance, gasoline, oil;
- purchase and leasing of vehicles;
- transportation and travel expenses (e.g. airfare, taxi, and related travel expenses such as meals, hotels);
- materials, supplies, furniture;
- office supplies;
- telephone and communications;
- systems costs (e.g. hardware, software and systems maintenance);
- equipment purchases (minor);
- leasing of equipment;
- professional services, contracts (excludes per diem or contract lawyers).
- bank charges (e.g., incurred when handling foreign currency).

Note: Please do not include expenditures for rent and utilities as part of other operating expenditures (line 28). These expenses are not covered by the survey.

Total Other Expenditures (line 29): This cell represents the summation of payments to ad hoc/per diem lawyers, training costs, and other operating expenditures (sum of lines 26 to 28).

C. Total Operating Expenditures

Line 30 represents the criminal prosecution branch's total operating expenditures (sum of lines 25 and 29).

PART B

TABLE 4: Budget Items Included in 'Other Operating Expenditures'

Please indicate in the appropriate box (**Yes** or **No**) with an 'X' whether the listed budget items were included as part of the 'Other Operating Expenditures' category located in Table 3, Part A. If the answer is '**No**', please provide the amount of the expenditure in the designated space and indicate in the Additional Notes and/or Comments section which budget or branch assumes responsibility for the expenditure.

Additional Notes and/or Comments

1. Explanatory notes regarding any data are both welcome and encouraged.
2. We especially encourage you to provide your comments and/or suggestions regarding the questionnaire design in order to maintain a balance of the best quality data and the least amount of response burden.
3. If you require additional space, please attach a separate sheet.

Name and Signature of Correspondent

1. This should be someone who can answer inquiries concerning the information on the form.
2. Please provide the telephone and facsimile numbers and e-mail address of the correspondent for any possible follow-ups of information provided.
3. Please provide the date the form was completed.

Criminal Prosecutions Survey Form, 1998/99 (Part A)**TABLE 1: Actual Personnel as of March 31, 1999 by Category and Sex** (rounded to the nearest full-time equivalent)

Category of Personnel		Male	Female	Total
A. Lawyers				
Permanent	1			
Contract / Term	2			
Total Permanent / Contract Lawyers (sum of lines 1 and 2)	3			
B. Additional Prosecutorial Support				
Paralegals / Provincial Prosecutors	4			
Police	5			
Students	6			
Total Prosecutorial Support (sum of lines 4 to 6)	7			
C. Other Personnel				
Management / Professionals	8			
Clerical Support	9			
Other Personnel	10			
Total Other Personnel (sum of lines 8 to 10)	11			
D. TOTAL PERSONNEL (sum of lines 3 and 7 and 11)	12			

TABLE 2: Lawyers as of March 31, 1999 by Function and Category (rounded to the nearest full-time equivalent)

Function		Category of Lawyer		
		Permanent	Contract	Total
A. Administration	13			
B. Prosecutorial Operations				
General Duties	14			
Specialized Functions: Appeals	15			
Commercial Crimes	16			
Family Violence	17			
Sexual Assault	18			
Young Offenders	19			
Other Specialized Functions	20			
Total Prosecutorial Operations (sum of lines 14 to 20)	21			
C. Total Administration and Prosecutorial Operations (sum of lines 13 and 21)	22			

TABLE 3: Criminal Prosecution Branch Expenditures

Type of Expenditure		\$ Actual 1998/99 (to nearest dollar)
A. Salaries, Wages and Benefits		
Paid to Permanent and Contract Lawyers	23	\$
Paid to Other Personnel	24	\$
Total Salaries, Wages and Benefits (sum of lines 23 and 24)	25	\$
B. Other Expenditures (paid directly through prosecutions branch budget)		
Payments to Ad Hoc / Per Diem Lawyers	26	\$
Training Costs	27	\$
Other Operating Expenditures (please cross-reference with Table 4 in Part B)	28	\$
Total Other Expenditures (sum of lines 26 to 28)	29	\$
C. TOTAL OPERATING EXPENDITURES (sum of lines 25 and 29)	30	\$

Criminal Prosecutions Survey Form, 1998/99 (Part B)

Table 4: Budget Items Included in "Other Operating Expenditures"

Items included in "Other Operating Expenditures"	Yes	No	If "No" please provide the amount of the expenditure
Witness Costs	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Law Library	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Transcripts	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Training	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Vehicle Maintenance, Gasoline, Oil	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Purchase and Leasing of Vehicles	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Transportation (e.g. airfare, taxi)	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Materials, Supplies and Furniture	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Office Supplies	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Telephone and Communications	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Systems Costs	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Equipment Purchases (minor)	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Equipment Leasing	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Professional Services (excl. per diem/contract lawyers)	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
Bank Charges	<input type="text"/>	<input type="text"/>	\$ <input style="width: 100%;" type="text"/>
		Total	\$ <input style="width: 100%;" type="text"/>
Additional Notes and/or Comments			
Name and Signature of Correspondent			
Name:		Date:	
Title:		Telephone:	
		Facsimile:	
Signature:		E-mail address:	