



NIAGARA REGIONAL POLICE SERVICE

Police Service Board Report

PUBLIC AGENDA

Subject: Annual Report - Robbery Investigations
January 1, 2024, to December 31, 2024

Report To: Chair and Members, Niagara Police Service Board

Report Date: 2025-06-24

Recommendation(s)

That the Niagara Police Service Board (Board) receive this report for information.

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (Service) is in compliance with By-Law 496-2024 – Robbery Investigations.
- The Chief of Police is required to make an annual written report to the Board concerning robbery investigations, and,
- This report is submitted to provide the Board with the necessary information relating to the Service's written procedures concerning robbery investigations.

Financial Considerations

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

Analysis

By-Law 496-2024 – Robbery Investigations, was enacted because of Adequacy and Effective Policing Law Enforcement – Robbery Investigations (LE-042). This By-Law details specific requirements that are reported as follows:

The Chief of Police shall make a written report to the Board on or before August 30 of each year in respect of investigations into robbery occurrences. The report shall include:

- a) a summary of the written procedures concerning robbery investigations; and
- b) confirmation that the Service procedures comply with Appendix A (LE-042).

The following is a detailed response to each of the above noted requirements.

- a) *“... a summary of the written procedures concerning Robbery investigations...”*

General Order (GO) 095.10 – Major Incidents and Routine Criminal Investigations was prepared and approved to comply with LE-042.

In summary, this Order is intended to familiarize police officers with the duties and responsibilities necessary to conduct routine criminal investigations, while also outlining the process to be followed when involved in incidents considered to be of a major nature. The Order mandates that it is the responsibility of personnel assigned to a District Detective Services Unit to conduct robbery investigations.

GO 091.07 – Alarms/Robbery Investigations was prepared and approved to comply with LE-042.

In summary, this Order details the procedure to be followed when members respond to an alarm from a financial institution.

- b) *“... the status of Service compliance with the procedures.”*

A wide range of specialized training is required and has been provided to investigators engaged in robbery investigations. Basic criminal investigative training is provided to members engaged in conducting various types of investigations. This training is delivered through the Ontario Police College (OPC) Criminal Investigator Training (CIT) course, with the course curriculum designed to include components related to robbery investigations. The Service's Training Unit hosts this satellite course. Members also can attend this course at the OPC and neighbouring police services as positions become available. In 2024, 33 members of the Service attended the CIT course. (Source – Service Training Unit).

Investigators assigned to District Detective Services Units also receive Ontario Major Case Management (MCM) training as space becomes available. This two-week course provides specialized training to ensure compliance with the Ontario MCM Manual and to standardize investigative procedures across the province. Components of this course include fundamentals of MCM, crime scene management, search and seizure, judicial authorization to intercept private communications, strategic approach to investigative interviewing and statement admissibility, behavioral sciences, dangerous offenders, search incident command, the role of the coroner, media / public appeals, and victim issues.

The Service's Training Unit conducts a satellite MCM course on an annual basis. Positions for several Service members are allotted in each class. In the past, additional members have also attended courses provided at the OPC and by neighbouring police services. In 2024, 31 Service members received MCM training. (Source – Service Training Unit)

Other training in robbery investigations is also provided to select members through approved seminars and conferences.

The initial uniform patrol response to a reported robbery is in accordance with the procedures established in GO 095.10 – Major Incidents and Routine Criminal Investigations and GO 091.07 – Alarms/Robbery Investigations. Compliance is ensured by the oversight of the uniform patrol sergeant at these occurrences, and a review of the completed initial reports by the uniform staff sergeant.

Robbery investigations are forwarded to Detective Services Units for continued investigation. Detectives respond to the scene for this purpose, and further ensure compliance with established procedures. A Detective Sergeant or Detective Staff Sergeant assigns investigations, reviews initial and supplementary reports, and provides an additional level of quality control and compliance monitoring.

The following chart helps illustrate compliance with the written procedures by detailing the number of robbery investigations conducted by the Service over the last five years, and the manner in which they were cleared.

Year	Robberies	Unfounded	Cleared by Charge	Cleared Otherwise	Unsolved
2020	198	19	82	5	92
2021	154	6	76	4	68
2022	186	7	73	5	101
2023	121	5	56	17	44
2024	179	11	63	4	101

**Statistics current as of June 24, 2025.

*Note: Based on recommendations from the Police Information and Statistics (POLIS) Committee, some of the UCR Incident Clearance Status Options were changed in 2018. These changes may contribute to minor differences in the number of investigations that were cleared otherwise or unsolved, but they would not affect the investigations that were cleared unfounded or cleared by charge.

Alternatives Reviewed

Not Applicable.

Relationship to Police Service/Board Strategic Priorities

To comply with the provisions of the Board By-Laws and to maintain compliance with Adequacy and Effective Policing requirements.

Relevant Policy Considerations

Police Service Board By-Law No. 496-2024 Robbery Investigations
General Order 095.10 – Major Incidents and Routine Criminal Investigations
General Order 091.07 – Alarms/Robbery Investigations
Adequacy and Effective Policing, Law Enforcement LE-042 – Robbery Investigations

Other Pertinent Reports

8.13 – 2024.06.27 – Annual report – Robbery Investigations – January 1, 2023, to December 31, 2023.

This report was prepared by Jeffrey Bootsma, Acting Inspector, 2 District, and reviewed by Shaun Parrent, Superintendent, Community Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.