
CHAMPAIGN POLICE DEPARTMENT

POLICY and PROCEDURE

POLICY NUMBER: 45.3

SUBJECT: INTELLIGENCE LED POLICING

EFFECTIVE DATE: 2/22/11
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PURPOSE:

The purpose of this policy is to ensure that problems occurring within the City are identified and addressed quickly and effectively. This policy also establishes roles and responsibilities and ensures accountability for addressing those problems.

DEFINITIONS:

Hot Product: A specific type of property targeted in the same or different types of crime.

Hot Spot: A specific location or small area where an unusual amount of criminal activity is committed by one or more offenders.

Hot Target: A type of place frequently victimized, but not necessarily located in the same area.

Immediate Problem: Isolated incidents that occur and are solved within days.

Long-Term Problem: Occurs over a period of several months, seasons, or years and stems from systematic opportunities created by everyday behavior and environment.

Short-Term Problem: Occurs over several days or weeks and requires a short-term response.

Intelligence Led Policing: A policing model that focuses on a future oriented and targeted approach to controlling crime. Data analysis and crime intelligence are used to guide proactive efforts to address specific criminal activity and solve problems.

Pattern: Two or more crimes related by victim, offender, location, or property which occur over a short period of time.

Problem: The word "problem" is used in its most general sense. A problem could be a crime problem, a quality of life issue, a traffic problem, a habitual offender, etc.

Series: A run of similar crimes committed by the same individual(s) against one or various victims or targets.

Spree: A pattern characterized by a high frequency of criminal activity to the extent that it appears almost continuous and seems to involve the same offender(s), usually over a short period of time with no "cooling off" period.

POLICY:

45.3.1 ROLES AND RESPONSIBILITIES

A. Chief and Deputy Chiefs.

1. Remain abreast of problems and problem areas within the City.
2. Ensure, to the extent possible, that District Commanders have the resources necessary to address problems.
3. Hold subordinate command officers accountable for results.
4. Attend all Staff and Command meetings, explain concerns, and answer questions.

B. District Lieutenants.

1. Have the ultimate responsibility for the strategy employed to address District problems and are accountable for the results.
2. Can delegate work, but cannot delegate the responsibility.
3. Have responsibilities with regard to City-wide problems and should be heavily involved in managing City-wide problems.
4. Attend all Staff and Command meetings to explain actions taken and results.

C. Patrol Sergeants.

1. Must be aware of problems occurring in the district(s) and engaged in resolving those problems.
2. Must ensure that patrol officers are aware of District problems and are working in a coordinated manner to address those problems.
3. Should attend all Command meetings to explain the actions they have taken when appropriate.

D. Patrol Officers.

1. Patrol personnel are the most fundamental problem solving resource. It is imperative that they be engaged in this process.

2. Must be aware of problems in their patrol district and be engaged in resolving those problems.
3. Be aggressive in dealing with those problems in concert with other department resources.
4. May be invited to command meeting to explain the actions they have taken to give them exposure and recognition.

E. Community Action Team.

1. Are not primarily responsible for coordinating the response to problems, except when they designated as the primary resource.
2. They are but one resource among many and should only be utilized to solve larger, City-wide problems.

F. Investigation Division.

1. Are responsible for and shall be held accountable for providing information and support to identified problems.
2. Will coordinate/collaborate with Patrol Division/Support Services to resolve identified problems.

G. Crime Analyst.

1. Help develop repeat incident scanning process.
2. Conduct pattern analysis.
3. Assist with problem type identification and analysis.
4. Assist with compound problem analysis.
5. Assist with semi-annual analysis.

45.3.2 DOCUMENTATION

- A. Written action plans shall be required for all problems that extend beyond a short duration. For example, a hot spot bulletin that is updated several times should have a written action plan drafted since the initial efforts to solve the problem have been unsuccessful.
- B. Activity directed at problem solving must be documented. For district officers, this should be daily. (It is recognized that patrol officers have many demands on their time. The intent here is to use the time that is available in a productive manner.)

45.3.3 DAILY BRIEFING

- A. As appropriate, discuss bulletins requiring immediate attention due to severity in terms of the number of

offenses, type of offense, or the on-going nature (such as bulletins that have had follow-up bulletins issued).

- B. During these discussions, it is not necessary to summarize the information already contained in the bulletin, only the action taken in response to it.

45.3.4 COLLABORATIVE OPERATIONAL ANALYSIS AND RESPONSES

- A. During these collaborative meetings, problem analysis, strategy development, and resource coordination takes place.
- B. These are weekly command meetings, thus District Commanders need to conduct the meeting with staff support and input, not vice versa.
- C. One District Commander will be given responsibility for chairing the meetings on a rotating basis.

45.3.5 STATISTICAL TRACKING, ACCOUNTABILITY, AND RESPONSE MONTHLY MEETING

- A. Command meetings all information covered will be the period from meeting to meeting, not calendar month.
- B. Cases of Interest (Investigations, C.A.T., Narcotics).
 1. Investigations Commander (or designee) will make presentations on significant cases of interest and those requiring follow up.
 2. Ensure carry over from one agenda to another (some cases may need to be discussed several months until resolved).
- C. Crime bulletins (District Commander or designee).
 1. Hot spot, Hot target, and Hot product bulletins dating from the last command meeting and any ongoing problems from prior months will be discussed.
 2. Discussion about specific strategy employed and RESULTS! Successful strategies should be highlighted.
- D. Repeat Call for Service, Locations/Problem Locations (District Commanders or designee).
 1. Includes locations where there are repeat calls (new or chronic) and locations where a problem of some type has been identified. Problem locations are those that have been an issue for six months or more, or present a seasonal problem.

2. Discuss the strategy employed to resolve the problems and results.
- E. Traffic Issues (Traffic Sergeants).
1. Identification of high accident locations, strategies to mitigate and results.
 2. Discussions of community complaints, response, results.
 3. Tactical versus strategic problems. Tactical problems are those that can be resolved with police action. Strategic may require long-term engineering solutions.
- F. Community Problems (District Commanders).
1. Significant problems, issues (crime, quality of life, etc.)
 2. Identification, strategy, results.
- G. Repeat/Habitual Offenders (Investigations, C.A.T., Narcotics, District Commanders).
1. Identification, focus of enforcement efforts.
- F. Crime Trend Analysis (Crime Analysts).
1. Crime analyst will make presentations of six month pattern analysis for overall trends and percent of change.
 2. Chronic pattern identification, focusing on most common serious crimes that occur in the city (developed by command staff).
 3. Analysts will issue bulletins for chronic patterns when appropriate
- G. Intelligence Briefing (Crime Analyst, SRO, Narcotics, C.A.T.).
1. The focus shall be gang intelligence, but will expand as resources permit, to include other organized crime activities, homeland security issues, etc.
 2. Gang intelligence shall include geographic base, numbers, criminal activity, etc.
 3. Analysis will be provided of the impact gangs are having on crime within the city, in particular active crime bulletins/problems.
- H. Every item listed may not require a presentation each month.