

CENTRAL REGION

ASSISTANT COMMISSIONER'S CIRCULAR

Circular Number: 17/2006
Date: 18 December 2006

PROBLEM ORIENTED AND PARTNERSHIP POLICING

This standing order is to be read in conjunction with:

[Chapter 1.7 of the Operational Procedures Manual 'Problem-oriented policing - management system'.](#)

[Section 2.4 of the Police Service Administration Act 1990](#)

[Guide to POPP](#)

[POPP Resource Book](#)

BACKGROUND

Traditional reactive policing responses may not necessarily address the causes of crime.

Policing in a contemporary society requires a willingness on behalf of police to form strategic partnerships with others to develop strategies outside of the criminal justice system to address local policing problems and issues.

The purpose of this circular is two fold. It will clearly define Problem Oriented and Partnership Policing and establish within Central Police Region, an appropriate management system and structure consistent with the 'Guide to Problem-oriented and Partnership Policing' and [Chapter 1.7 of the Operational Procedures Manual 'Problem-oriented policing - management system'.](#)

PROBLEM ORIENTATED PARTNERSHIP POLICING - DEFINED

Problem Oriented and Partnership Policing is a systematic approach to identifying, analysing and addressing the causes of crime, calls for service and associated policing problems.

Problem oriented and Partnership Policing must involve a deliberate problem-oriented process.

The QPS includes 'partnership' in the name of this initiative because many crime problems can be addressed effectively by forming interactive working partnerships with groups, individuals, organisations and other government agencies within the community.

It should be noted that Problem Oriented Partnership Policing should not be seen as community policing, nor is a partnership essential in all cases.

Problem oriented policing should be seen as a means of continuous improvement in Policing practice. Lessons learned about the effectiveness of solutions to similar problems in one location can be adapted to other locations. This depends on timely and accurate evaluation about how each response actually impacts on the problem. Over time enough information can be gathered about what works and what does not work, so police officers can save time in finding the right solutions to the problems they have identified in their local area. The POPP Database plays a vital role in informing Police Officers about successful (and unsuccessful) responses.

POLICY

Problem Oriented Partnership Policing approaches are to be initiated, recorded and evaluated within the Region.

POPP DATABASE

The [POPP Database](#) has recently been updated. In the revised version it allows information to be entered in two ways:

- Field Initiative; and
- POPP submission.

Field Initiative

'Field Initiative' is designed to collect information from members in terms of a problem and possible responses without having to complete a complete POPP submission. For 'Field Initiatives' members are only required to complete three of the five steps involved in a POPP submission.

Once a 'Field Initiative' is recorded on the system it is reviewed by a District and/or Regional person/s in terms of appropriateness. The initiative can then be either 'approved' or 'not approved'. If appropriate, the type of submission can then be changed to a POPP submission where the existing information can be modified and the information for the remaining two steps are entered.

POPP Submission

Any application that has not completed every section of the application form will not be considered.

The Operational Performance Review Unit will acknowledge receipt of each application.

The POPP database and submission information is outlined on the [Operational Performance Review](#) intranet website.

THE ROLE OF THE REGIONAL PROJECTS OFFICER

POLICY

The Regional Projects Officer is responsible, on behalf of the Assistant Commissioner, for the management of Problem Oriented and Partnership Policing within the Central Police Region.

PROCEDURE

The management of POPP within Central Police Region is to be in accordance with the provisions of [chapter 1.7 of the Operational Procedure Manual 'Problem-oriented policing - management system'](#), the [Guide to Problem -oriented and Partnership Policing](#) and the [POPP web page](#) on the OPR intranet site.

The Regional Projects Officer should ensure that:

- Personnel are trained in Problem Oriented and Partnership Policing;
- The Regional POPP Budget is effectively and efficiently managed; and
- All POPP Projects are entered on the QPS [POPP database](#).

The Regional Projects Officer will:

- Provide expert advice and assistance to District and Divisional police regarding the development, implementation, management and evaluation of POPP initiatives; and
- Develop, implement, coordinate and evaluate whole of region POPP initiatives.

THE ROLE OF THE REGIONAL RESEARCH OFFICER

POLICY

The Regional Research Officer will assist the Projects Officer in the management of Problem Oriented and Partnership Policing within the Central Police Region.

PROCEDURE

The Research Officer will:

Maintain the POPP Database at a Regional level;

- Review all POPP submissions and field initiatives and advise the Regional Projects Office of the merit, methodology and appropriate evaluation tools for the proposal;
- Provide expert advice and assistance to District and Divisional police regarding the development, implementation, management and evaluation of POPP initiatives; and
- Assist in the training of regional personnel in Problem Oriented and Partnership Policing.

After the finalisation of a POPP, Project the Research Officer will:

- Conduct an evaluation of the assessment of the POPP to determine whether the strategies have achieved the desired outcome and advise the Projects Officer of the findings;
- Notify the Project Manager, through the normal chain of command, of the outcome of the evaluation; and
- Finalise the Project on the POPP database by commenting on the overall effectiveness of the project or field initiative and identifying any methodological issues that might affect the validity or reliability of the evaluated findings. This is to be an independent assessment of the value of the project in resolving the identified problem.

THE ROLE OF THE DISTRICT OFFICER

POLICY

District Officers are to encourage members under their control to form strategic partnerships with others and to develop strategies outside of the criminal justice system to address local policing problems and issues within the District.

PROCEDURE

The District Officer should:

- Ensure that District SOP's are developed and implemented that reflect the provisions of Chapter 1.7 of the Operational Procedures Manual 'Problem-oriented policing - management system', the Guide to Problem - oriented and Partnership Policing and this circular;
- Overview and coordinate the development, implementation, management, assessment and evaluation of POPP Projects within their District;
- Review submitted POPP submissions and field initiatives and ensure they adhere to provisions of Chapter 1.7 of the Operational Procedures Manual 'Problem-oriented policing - management system', the Guide to Problem - oriented and Partnership Policing and this circular; and
- Forward all supported POPP submissions, field initiatives and written evaluations to the Project Officer for review and approval via the POPP database.

THE ROLE OF THE PROJECT MANAGER

PROCEDURE

The Project Manager is to:

- Complete a Problem Oriented and Partnership Policing Submission or Field Initiative in accordance with the Guide to Problem - oriented and Partnership Policing, District Standing Operating Procedures and this circular; and
- Submit the Problem Oriented and Partnership Policing submission document or field initiative through their Officer in Charge to their District Officer.

Upon being advised that a Problem Oriented and Partnership Policing Submission or Field Initiative has been approved at District level, the Project Manager is to:

- Ensure the project is entered onto the POPP database in accordance with local procedures for approval at Regional level;
- Upon the Assistant Commissioner approving the project submission, the Project manager is to implement the strategies;
- Manage the Project to its conclusion;
- Ensure proper stewardship over public monies that may have been allocated to the Project;
- In accordance with the Project Time Line, collect and analyse data and prepare an evaluation;
- Forward the written evaluation through their Officer in Charge to the District Officer; and
- Forward an electronic copy of the POPP summary, plan and evaluation to the Research Officer, Central Police Region.

The Project Manager should advise the Projects Officer of any changes made to the POPP Submission once the project has been approved, at the time the changes are made.

ORDER

All Problem Oriented and Partnership Policing Submissions and Field Initiatives are to be approved in accordance with District procedures and are to be forwarded through the normal chain of command to the Projects Officer for approval by the Assistant Commissioner prior to any expenditure occurring.

FUNDING OF POPP PROJECTS

POLICY

Funding may be applied for to assist in the provision of crime prevention services in accordance with the aims and objectives of the Problem Oriented Policing Partnership Project.

Funding may be obtained from a special POPP allocation within the Central Police Region budget or from the Problem Oriented Policing Funding Committee, Operational Performance Review Unit.

The following general conditions of POPP funding will apply:

- The funding must only be used in the manner and for the purpose disclosed in the POPP Project Submission;
- The funding is provided for the purpose, cost and duration described in the POPP Project Submission. Prior approval from the source of the funding (Projects Officer, Central Police Region or Officer in Charge, Operational Performance Review Unit) is required to vary the purpose or any condition of the funding;
- The funding is provided for a period of time defined in the POPP Project Submission. Any unspent funds on finalisation of the project will be returned to the funding source for reallocation; and.
- The QPS is to be acknowledged as the funding source on all material produced by projects funded by the Service.

ORDER

All applications for funding to assist in the implementation of a POPP Project are to be submitted through the normal chain of command to the Assistant Commissioner Central Police Region for consideration and approval or referral to the Problem Oriented Policing Funding Committee.

No expense is to be incurred until funding has been approved.

INSTRUCTIONS

District Officers are to bring the contents of this circular to the attention of all staff under their control.

G H STOLZ
ASSISTANT COMMISSIONER
CENTRAL POLICE REGION

Updated: 5 December 2006

References:

Problem-oriented and Partnership Resource Book

Chapter 1.7 of the Operational Performance Manual 'Policing Strategies'

Guide to Problem-oriented and Partnership Policing

Operational Performance Review Unit – POPP website