

# STRATEGIC PLANNING

GREAT BARRINGTON POLICE DEPARTMENT POLICY & PROCEDURE NO.  <b>4.36</b>	EFFECTIVE DATE: <u>03/05/2010</u>
	REVISION DATE: <u>03/04/2011</u>
MASSACHUSETTS POLICE ACCREDITATION STANDARDS  <b>REFERENCED: 15.1.3; 15.2.1; 15.2.2</b>	REVIEW DATE: 1/31/2019

## I. BACKGROUND

It is recognized that in order to efficiently and effectively utilize its limited resources, the Department must adequately develop short-term plans to resolve problems, and long-term strategies to prevent future problems. The purpose of this directive is to establish a process by which a strategic plan and resultant goals and objectives can be formulated, reviewed, updated and distributed to ensure unity of purpose.

## II. POLICY

The Great Barrington Police Department shall perform research, analysis and planning as needed to provide essential information for the effective operation of the department.

## III. Research & Analysis Unit [15.1.3; 15.2.1; 15.2.2]

The Chief of Police shall be responsible for the research, analysis and planning activities of the Department and shall:

- a. Gather and analyze appropriate data.
- b. Provide strategies and programs best suited for carrying out the Department's responsibilities.

- c. Work in conjunction with the Command Staff in the formulation of a multi-year strategic plan.
  - d. Work in conjunction with the Command Staff to update the Strategic Plan annually.
  - e. Distribute monthly to affected Department members any analytical reports concerning their activities.
  - f. Command staff officers will be held accountable for those portions of the agencies goals and objectives that relate to their functions.
- [15.2.2]**

### **STRATEGIC MULTI\_YEAR PLAN [15.1.3(a-e)]**

The subsections of the Strategic Plan will include:

1. Annual written goals and objectives for the Department;
2. Long-term goals and operational objectives;
3. Anticipated workload and population trends;
4. Anticipated Departmental personnel levels;
5. Anticipated capital improvement and equipment needs;
6. Review and revision as needed, but to be done at least annually in the budget process; and
7. The Strategic Plan will be made available to all personnel on the "Share Drive."

### **PROCEDURES**

The Chief of Police shall approve a finalized version of the Strategic Plan on an annual basis during the budget process. He/She will work in conjunction with the Command Staff in formulating and updating the Strategic Plan.

The Chief of Police and Command Staff will review and update progress **[15.1.3]** towards the attainment of goals and objectives on a quarterly basis; **[15.2.1] [15.2.2]**

The Chief of Police shall review the current years Strategic Plan and report on the progress made to achieve it at the conclusion of each fiscal year. **[15.1.3(a)]**

On or before July 1<sup>st</sup>, at the beginning of the new fiscal year, the Strategic Plan will be distributed through the Shared Drive to the department.

ISSUING AUTHORITY:

Chief William R. Walsh Jr.:

