Strategic planning

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| GREAT BARRINGTON  POLICE DEPARTMENT POLICY & PROCEDURE NO.  **4.36** | EFFECTIVE  DATE: 03/05/2010 |
| REVISION  DATE:03/04/2011 |
| **MASSACHUSETTS POLICE ACCREDITATION STANDARDS**  **REFERENCED:15.1.3; 15.2.1; 15.2.2** |
| REVIEW  DATE: 1/31/2021 |

# 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.

# 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 1st, at the beginning of the new fiscal year, the Strategic Plan will be distributed through the Shared Drive to the department.

Issued by: Chief Paul E. Storti

