

 <b>Lexington Police Department</b>	<u>Subject:</u> Planning and Research		<u>Policy Number:</u> <h1>15A</h1>	
	<u>Accreditation Standards:</u> <u>Reference:</u>		<u>Effective Date:</u> 12/1/11	
<input type="checkbox"/> New <input type="checkbox"/> Revised	<u>Revision Dates:</u>	1/24/19		
<u>By Order of:</u> Mark J. Corr, Chief of Police				

## GENERAL CONSIDERATIONS AND GUIDELINES

An ongoing program of research and planning is essential to the efficient management of the Lexington Police Department. The complexity of police services in conjunction with a decline in fiscal resources requires the Department to explore operational alternatives and formulate plans for the future. This directive will serve to clarify the Department's planning function.

## PROCEDURES

### A. Planning and Research Component

1. The Chief of Police shall be responsible for the planning and research component of the Lexington Police Department.
2. The Chief may delegate tasks and obtain input from the Captain of Operations, Captain of Administration, Detective Commander or other department personnel.

### B. Planning and Research Function

1. Crime Analysis
  - a. The Captain of Operations, or a designee, shall be responsible for collecting, collating, and analyzing crime data. Crime analysis reports will be provided to the Chief of Police.
  - b. The Captain of Operations shall use the crime data for planning operations and implementing directed patrol strategies toward crime prevention and reduction.

2. Traffic Analysis
  - a. The Captain of Operations shall review the traffic accident and enforcement activities in Lexington on a monthly and annual basis.
  - b. The Captain of Operations shall prepare the necessary reports and direct selective traffic enforcement patrols in order to reduce the number and severity of motor vehicle accidents.
  
3. Multiyear Planning
  - a. Multiyear planning and budgeting shall be the responsibility of the Chief of Police with input from designated command staff personnel.
  - b. Monthly management data reports and Incident Based Crime reports shall be analyzed continually in order to allocate manpower in the most effective and efficient manner.
  - c. Analysis shall include a monthly review of the Department's operational activities by:
    - i. Action code (type of activity);
    - ii. Patrol sector; and
    - iii. Date and time.
  - d. Monthly summaries shall be available to all command staff personnel so that appropriate command decisions can be made in the assignment of Lexington Police personnel.
  
4. Capital Requests
  - a. The Chief of Police shall prepare a five-year capital-planning request based upon the following:
    - i. Department goals and objectives;
    - ii. Projected workload changes;
    - iii. Anticipated personnel levels;
    - iv. Population trends; and
    - v. Future equipment needs and improvements.
  - b. The five-year plan will be reviewed and amended annually.