



# Policies and protocols of Government or the Royal Newfoundland Constabulary with respect to the Security of the Premier and Cabinet Members

## Policy Planning and Research Capacity

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### Background

The Strategic Planning and Research (SPR) Division has been in existence since the early 1990s and undertakes a wide variety of tasks including, but not limited to:

- Ensuring police procedures, policies and forms are created, updated and communicated to employees in keeping with all relevant legislation, best practices and executive decisions
- Designing, planning, developing and publishing corporate plans and annual activity reports
- Conducting research and environmental scans through identifying, analyzing and interpreting data from internal and external sources to forecast demand and impact on corporate resources
- Remaining current on issues affecting policing services and resources
- Reviewing and advising the Executive on research requests from external sources (e.g. government, public and private agencies)
- Developing and maintaining the RNC's intranet and website
- Conducting stakeholder and internal consultations

A particularly significant responsibility of the SPR Division is maintaining the RNC's Policy and Procedure Manual which involves developing, updating and revising policies. This manual currently consists of 154 operational and administrative policies and is the foundation for the RNC's operations.

The need to develop/update/revise policies is generally initiated by such things as new case law, legislative changes, emerging issues and changing technology.

Properly developed, implemented and updated policies are critical as they:

- Provide police officers with the information to act decisively, consistently and legally;
- Minimize the potential for problems resulting from police-public interaction (For example, outdated policies can be the underpinnings of police actions that trigger lawsuits); and
- Promote confidence and professional conduct among RNC employees.

A reasonable timeframe for policy review and/or update is five years; however, this timeline is not always achieved. Approximately 40% of the RNC's policies have not been updated in over five years.

Meeting the demands of the SPR Division is challenging; the volume of work has been increasingly tasking on the current staff complement of one Manager, two Constables and one part-time administrative support position.

### **Recommendation**

It is recommended that two Policy, Planning and Research Analyst positions (CG-35) be created in the RNC's Strategic Planning and Research Division to:

- help accommodate updates/revisions to RNC policies within the five year revision timeframe;
- provide experience and knowledge in the area of policy, planning and research;
- ensure a balanced workload among divisional employees; and
- assist in meeting the diverse work demands of the SPR Division.