



Mercy Services

STRATEGIC PLANNING

Manual: Organisational
Management

Document ID: C.02

1. PURPOSE

This policy outlines how Mercy Services ensures it is well prepared to meet future community need. The processes for the development and review of the Mercy Services strategic plan are described. The Mercy Services Strategic Plan applies across the whole organisation.

2. WHO DOES THIS POLICY APPLY TO

This policy applies to the Mercy Services Board, staff, and other stakeholders

3. POLICY

Mercy Services will develop a Strategic Plan every four to five years as a process for reflecting on the most appropriate ways of apply its mission to current community needs. The Mercy Services Board is responsible for developing and reviewing the Mercy Services Strategic Plan in ways that engage all stakeholders.

Strategic Planning is supported by risk management strategies and continuous improvement activities to meet the needs of this complex and dynamic business.

4. PROCEDURE

4.1 Development of the Strategic Plan

- a) Previous strategic goals are reviewed
- b) Gather information on current/anticipated community needs and preferences
- c) Board and leadership team meet to:
 - 1) discuss issues raised from information gathering and goal review;
 - 2) discern the appropriateness of various options and
 - 3) agree on priorities
- d) The draft Strategic Plan is submitted to the Board for comment
- e) When the Board is satisfied with the Strategic Plan, it is submitted to the Institute Leadership team of ISMAPNG for final modification and acceptance.
- f) Final Strategic Plan is communicated to stakeholders in the level of detail appropriate to each group

4.2 Implementation and monitoring of the Strategic Plan

- a) The Board reviews implementation progress at each regular Board meeting. The Board may make strategic changes if such changes more effectively enable Mercy Services to meet future community need.
- b) The CEO is responsible for:
 - a. Communicating the Strategic Plan including developing a clear summary version of the Strategic Plan for the staff, volunteers and public
 - b. Ensuring that an effective change management process is developed to facilitate ownership of and support for the implementation of the Strategic Plan
 - c. Costing strategic goals and incorporating them into the operational plan

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- d. Setting out steps, organising resources, and delegating tasks, to achieve strategic goals
- e. Reporting to the Board on implementation progress
- f. Making recommendations to the Board on strategic changes

5. EXPECTED OUTCOME

A strategic plan is developed to meet the needs of the community that we serve reflecting both our vision and values.

6. REFERENCES

AS 8000-2003 Corporate governance - Good governance principles
AS/NZS 4360: Risk Management
HB 254-2005: Governance, risk management and control assurance

7. OTHER RELATED POLICIES OR PROCEDURES

A.01 Values Policies
C.03 Operational Policy

8. VERSION CONTROL AND CHANGE HISTORY

Version	Date Reviewed	Amendments
1.0	18.1.18	Policy Reviewed in line with new corporate structure and move to new policy template. Version 2 created.
2.0		

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