

## **PRIORITIES COMMITTEE MEETING**

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**Meeting Date:** September 16, 2014

**Agenda Item #:** 9.1

### **Business Planning and Budget Implementation (BPBI) Project Update**

#### **Report Purpose**

To provide an update to the Priorities Committee on the progress of the Business Plan and Budget Implementation (BPBI) Project.

#### **Council History**

January 22, 2013 - Council approved the 4E Business Plan and Budget Process Review.

March 12, 2013 - Council was provided with an update on the BPBI project.

July 2, 2013 - Council was provided with an update on the BPBI project.

September 10, 2013 - Council was provided with an update on the BPBI project.

January 28, 2014 - Council was provided with an update on the BPBI project.

April 22, 2014 - Council was provided with an introduction to the 2015-18 Corporate Business Plan, specifically the goals, outcomes and linkages to the strategic goals.

June 17, 2014 - Priorities Committee was provided with an update on the BPBI project.

#### **Strategic Plan Priority Areas**

**Economy:** The implementation of the 4E process review will have long lasting impacts on the way both the business plan and the budget are created, presented, debated, shared, and most importantly, linked together. The Corporate Business Plan also provides direction for creating economic opportunity, long term financial sustainability, and being effective and efficient in municipal operations.

**Governance:** The Corporate Business Plan and business planning/budgeting process provides direction for engaging the public and creating strategic partnerships, and being efficient and effective in municipal operations as well as assisting Council with policy direction.

**Social:** The Corporate Business Plan and business planning/budgeting process provides direction supporting sound decision making and quality service delivery.

**Culture:** The Corporate Business Plan provides direction supporting sound decision making and quality service delivery.

**Environmental:** The Corporate Business Plan and business planning/budgeting process provides direction supporting sound decision making and quality service delivery.

#### **Other Impacts**

Policy: n/a

Legislative/Legal: *The Municipal Government Act (MGA)* requires that municipalities must approve a budget on a yearly basis.

Interdepartmental: All departments.

**Summary**

The Business Plan and Budget Implementation project will implement the recommendations of the 4E Business Plan and Budget Process Review, approved by Council in 2013. Implementation of the BPBI project is multi-year in nature and has underlying goals to improve the efficiency and effectiveness of the County's Business Plan and Budget process overall and focus on implementation of Council's Strategic Plan and priorities for resource allocation.

**Enclosure**

I Business Plan and Budget Implementation (Document: 6394476.ppt)

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Associate Commissioner, Division: George Huybregts, Chief Financial Officer  
Chief Commissioner: Rob Coon  
Date: September 5, 2014

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# Business Plan and Budget Implementation (BPBI) Project

Project Update  
September 16, 2014

Document #6394476

## BPBI Project

- Implement recommendations of 4E Business Plan/Budget Process Review (Council 2013)
  - Re-engineer business planning/budget processes
  - Focus on effective implementation of Council's Strategic Plan for resource allocation
  - Organizational tools for priority-based decisions and communication
  - Performance measures and reporting mechanisms for transparency, continuous improvement and evidence-based decisions

## The Plans

- Strategic Plan (2030) Foundational; what the community and Council have told us is important for the future (vision)
- Corporate Business Plan (2015-2018) The organization's response in the form of goals for short/medium term to move towards achieving the vision in the Strategic Plan
- Department Business Plans (2015-2018) Present department goals and initiatives to advance the corporate goals and strategic plan direction

# Strathcona County 2030 Powering our New Tomorrow

- Priority areas and strategic goals updated/adjusted by Council in February 2014
- Ranked/prioritized 12 strategic goals
- To follow: further refinement of outcomes and measures with Council

## Strategic Plan Goals

1. Strategically manage, invest and plan for sustainable municipal infrastructure
2. Increase and diversify the petro-chemical business
3. Increase public involvement and communicate with the community on issues affecting the County's future
4. Advance the community's interests by developing and maintaining strong relationships with our neighbouring municipalities and civic organizations to ensure long-term prosperity

# Corporate Business Plan 2015-2018

- Further focus/guidance document for the organization in response to Council's vision and Strategic Plan
- Six goals and outcomes with the focus on linking to Council's top 4 strategic goals. (Council reviewed April 2014)
- Confirming/refining objectives/performance measures
- Return to Council with a more comprehensive update (October/November)
- Formal CBP approval as part of the Business Plan and Budget process (December)



## Corporate Business Plan Goals

1. Strathcona County has planned for long-term financial sustainability in support of service delivery and infrastructure asset management
2. Strathcona County priorities, successes and challenges are known
3. Progress is achieved by creating economic opportunities through strategic partnerships
4. Informed decision making supports quality of life in the community
5. We are efficient and effective in daily operations
6. Strathcona County is an employer of choice, attracting and retaining the best people in all aspects of municipal service delivery

# Department Business Plans 2015 - 2018

- Goal linkage and initiatives which move the Corporate Business Plan and Strategic Plan priorities forward
- 19 departments with consistent framework, lexicon and performance measures/reporting mechanisms

# Budget Process and Business Planning

- Budget resources required to deliver the Corporate Business Plan Goals/Council's Strategic Priorities
- The Strategic and Corporate Plans are integrated with budget decisions
- Business planning is now driving budget development

# BPBI Project: Going Forward

2014	2015	2016
Development of four-year Corporate and Department Business Plans	Multi-year Forecast	Multi-year Budget
Core Functions Defined + Costing	Evaluation and Prioritization of Core Business Functions	Full Financial Performance Measures
Business Plan Process	Performance Measurement Reporting	Priority-Based Business Plan & Budget
Priority Setting Culture	Business Plan Interface	Zero-based / 4E Reviews
Earlier Budget Dates	Zero-based 4E Review Methodology	
Improved Mechanics and Tools		
Linkage to other Corporate Projects		