



## POSTPONED MOTIONS: ADMINISTRATIVE BACKGROUNDER

**NUMBER:** PM19-039

<b>REQUESTED BY:</b>	Mayor Cathy Heron
<b>ORIGIN OF REQUEST:</b>	Committee of the Whole
<b>DATE OF REQUEST:</b>	November 19, 2018

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<b>DEPARTMENT:</b>	Strategic Services & ITS
<b>DATE RESPONSE DUE:</b>	November 22, 2018

### **MOTION:**

That the Growth Base Business Case – Council Strategic Planning is reduced to \$10,000/ year. To fund an external facilitator in year one after an election and internal facilitation for years two, three, and four.

### **RESPONSE (one page max.):**

#### **Administration's Understanding of Intent Motion:**

That funding for external facilitation of the Council Strategic Plan will only be provided in year one of Council's term immediately following the election.

#### **Operational or Organizational Impacts if Motion is Approved:**

If the motion is approved, St. Albert Administration would procure professional facilitation services to support Council in the development of Council's strategic plan in the first year following the election. With a \$10,000 annual budget, administration will be able to support an external facilitator in the year after an election by carrying forward a portion of the budget from years 2,3 & 4.

Internal facilitation in years two, three and four would be administered by Administrative staff.

#### **Financial Implications of Motions:**

There are no funds within the Strategic Services budget (i.e. Corporate Planning) to contract external resources for the development of Council's strategic plan. As this is a base business case, approval of the motion will reduce the overall tax requirement by \$10,000.

#### **Stakeholder Consultations:**

Not applicable.

**Background:**

City Council Policy C-CG-06 reads “In the first quarter of each year, Council members shall confirm their priorities through a strategic planning retreat, at which the City Manager and other Administration officials, as necessary, may be requested to attend”.

Administration has historically supported Council in the preparation and development of their strategic plan. In mid-2017, a municipal inspection report was presented to Council that outlined a recommendation “that an external facilitator be utilized by Council in the development of its Plan; and that senior management be invited to any Council retreats where the Plan is the main item on the agenda”.

In late 2017, Council approved \$20k from the Stabilization Reserve to fund a facilitated strategic planning session which was held in early 2018 and which resulted in the development of Council’s strategic plan (2018-2021). This budget was approved as a one-off approval.

Administration currently has insufficient budget (\$4,000) to contract an external facilitator.

An increased budget would allow Administration to contract an external facilitator to assist Council in developing a strategic plan in their election year and professional support to promote discussion aimed at overcoming issues and/or barriers as they arise.