

ITEM	8
MANAGER'S REPORT NO.	21
COUNCIL MEETING	1982 03 29

RE: CORPORATE PLANNING WORKING MEETING WITH MANAGEMENT COMMITTEE -  
 1982 MAY 28, 29  
 (ITEM 11, MANAGER'S REPORT NO. 4, 1982 JANUARY 18)

MUNICIPAL MANAGER'S RECOMMENDATION:

1. THAT the date, time and draft agenda be approved.

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REPORT

Attached for the review of the Municipal Council is a draft of an agenda for the proposed spring meeting of the members of the Municipal Council with the members of the Management Committee regarding Corporate Planning matters, as referred to in Item 11 of Manager's Report No. 4, 1982 January 18.

It is necessary to confirm the following matters at this time:

- (a) Is the date and time satisfactory to Council?
- (b) Is the location satisfactory?
- (c) Is the agenda satisfactory?

Mr. Doug Norman, Currie Coopers & Lybrand, would be asked to be the facilitator at this meeting.

The budget for the meeting would be approximately \$2,500 including the use of the consultant, the hotel meals and the meeting room(s) involved.

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D R A F T

120

AGENDA

COUNCIL/MANAGEMENT COMMITTEE MEETING

1982 MAY 28-29

I. PURPOSE

To discuss the Corporate Planning Process, and more specifically, the projects undertaken to date and those that should be initiated during the remainder of 1982.

II. OBJECTIVES

1. To involve Council and the Management Committee members in a dialogue on major planning issues affecting Burnaby.
2. To gain from Council at this meeting an overall commitment and direction on the planning issues that will be addressed in the future.
3. To appraise the effectiveness of the restructured municipal organization and the role of the Management Committee.
4. To determine the format and timing of future Corporate Planning meetings with Council.

III. LOCATION OF MEETING

The Sheraton Villa

IV. AGENDA

A. Friday, May 28 from 5:30 pm to 10:00 pm

5:30 - 6:00	Reception
6:00 - 7:00	Dinner
7:00 - 8:00	Introduction

Welcome - Mayor Lewarne  
Purpose and Objectives of the meeting - D.M. Norman  
Corporate Planning Process to date - M.J. Shelley  
Role and effectiveness of the Management Committee -  
M. J. Shelley  
Group discussion  
Summary of questions to be addressed at the end  
of this meeting -- D.M. Norman

8:00 - 10:00 Socio-Economic Trends (A.L.Parr)

General Trends  
Implications for Burnaby  
Major Issues to be addressed  
Group Discussion  
Summary

B. Saturday, May 29 from 9:00 am to 4:30 pm

9:00 - 9:15	Introduction
9:15 - 11:00	Financial Planning (H.B. Karras) Preliminary Assessment of Financial Issues Major Issues to be addressed Group Discussion Summary
11:00 - 12:00 noon	Human Resources Management (J.E.Fleming)  Results of Assessment of Existing Policies Major Issues to be addressed Group Discussion Summary
12:00 - 1:00	Lunch
1:00 - 2:00	Performance Planning & Budgetting "Pilot" Project (D.Gaunt)  Results and Evaluation Group Discussion Summary
2:00 - 3:30	Corporate Planning - The Next Phase (M.J.Shelley)  Major Issues and Priorities Group Discussion Summary
3:30 - 4:00	Assessment of this Meeting  Discussion on the value and effectiveness of this type of meeting Suggestions for improvement The date for the next meeting
4:00 - 4:30	Wrap-up  Chairman Municipal Manager Mayor

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