

ITEM 6
MANAGER'S REPORT NO. 34
COUNCIL MEETING 85/05/13

RE: ANNUAL REVIEW OF CORPORATE PLANNING ISSUES

ACTING MUNICIPAL MANAGER'S RECOMMENDATION:

1. THAT The recommendation of the Director Administrative & Community Services be adopted.

* * * * *

1985 May 07

TO: MUNICIPAL MANAGER
FROM: DIRECTOR ADMINISTRATIVE & COMMUNITY SERVICES
RE: ANNUAL REVIEW OF CORPORATE PLANNING ISSUES

RECOMMENDATION:

1. THAT the attached summary of Corporate Planning Issues be adopted as the revised Corporate Planning schedule.

R E P O R T

At its regular meeting of 1985 February 04, Council adopted a recommendation of a report from the Director Administrative and Community Services, and referred the subject of an annual review of Corporate Planning issues to an informal meeting of members of Council with the Management Committee, to be held 1985 March 13. This was the third such meeting (in fact two meetings were held) since the introduction of the Corporate Planning process in the Corporation in May of 1982, and was set for the purpose of reviewing the Corporate Planning process within the Corporation and the issues currently within that process.

The purpose of the discussions on 1985 March 13 and April 02 was:

1. To report on progress and to respond to Council members questions and comments on the Corporate Planning issues.
2. To determine whether members of Council see new areas of work or issues which require attention in the short or longer terms future, and can be built into the Corporate Planning process.
3. To elicit from members their comments and perceptions on the role and effectiveness of the Corporate Planning process to date.

The purpose of this report is to bring those revised issues before the Council in summarized fashion, embodying the changes and amendments which have taken place since the inception of the Corporate Planning process, and flowing out of the meetings of 1985 March 13 and April 2. The attached summary has had deleted from it all of those issues which have been completed and reported to Council, deleted from the Corporate Planning process with the concurrence of Council, and those issues added to the process by Council, since the first summary was drawn up in 1982, including two issues added as a result of the recent meetings.

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MUNICIPAL MANAGER

(2)

1985 May 07

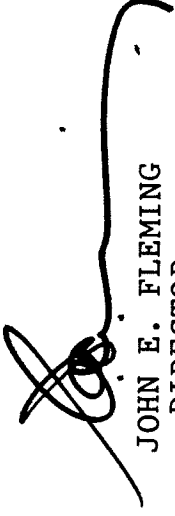
Continued...Annual Review of Corporate Planning Issues:

The report from the Director Finance on the Reserves and Capital Financing issues will be before Council shortly. Flowing from that report is an additional Corporate Planning task, having to do with preparing an up-to-date inventory of the Municipality's infrastructure. That too has been added to the list of priority issues.

The Council also had some discussion on the adoption of a policy respecting the issues of volunteers, and suggested that the Fundamental Goals be modified to embrace our emphasis on Volunteerism. The Management Committee will review that as a part of the annual Performance Planning and Measurement Process, later in the spring.

CONCLUSION:

There appears to be concensus amongst the members of Council, the Municipal Manager and the members of the Management Committee that the Corporate Planning process continues to be a useful part of the overall Management process in the Corporation. This report, then, represents a status report and a continuing "blueprint" for Council and staff to follow in charting the course of the Corporation on major issues of concern to our community. It is recommended, then, that the attached summary be adopted by Council as the revised Corporate Planning document, and that further reports continue to come forward to Council at the appropriate times, as work on the Corporate Planning issues progresses.


JOHN E. FLEMING
DIRECTOR

JEF:gmc
Attach.

cc: Director Engineering
Director Finance
Director Planning & Building Inspection
Director Recreation & Cultural Services

1.	2.	3.	4.	5.	6.	7.
Develop a process that allows the prioritization of expenditures so that budgets can be adjusted to meet resources available.	Develop a policy for the use of non-renewable resources, such as land, water frontage and air rights.	Investigate potential suitable housing types to accommodate smaller household sizes within context of Residential Neighbourhood Environment Study.	Assess the requirements of special needs households in the municipality	Review and update existing standards for major recreational facilities (e.g., golf courses, ice arenas) in view of projected change in population profiles.	Improved Human Resource Management - develop an outline of issues and begin policy and program development work.	Review policy regarding the ratio of parkland space to population density for different types of parks.
Fleming	Part	Part	Part	Gaunt	Fleming	Gaunt
On Hold	50% complete	On Hold	50% complete	Complete	Outline - Complete policy and program development.	New
Unknown	1985 Dec.	N/A	1985 Nov.	N/A	Unknown	1986 May
It is the opinion of the Management Committee that with the existing PPM process; the budgeting process and the functioning of the Management Committee itself that budgetary priority decisions are now well supported in the organization. The decision whether or not to initiate a further process has been postponed until May 1985.	Delayed due to other priorities and lack of adequate data. Amend date; priority	No further work scheduled pending further direction from Council.	Work continuing as resources are available.	The completed plan is now being used by the Parks and Recreation Commission as an ongoing reference document.	Work to date has involved setting out the priority areas requiring attention. Objectives have been developed for policy and program work in a number of areas, including manpower planning, training and development, etc.	The policy will be reviewed through a revision of the "Burnaby Park Study" carried out jointly by the Planning and Building Inspection Department and the Parks and Recreation Department. The study has remained unchanged for the last eight years (since September 1977).

COMMENTS

ESTIMATED COMPLETION DATE

STATUS

ACCOUNTABILITY

ISSUE

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PRIORITY NUMBER	ISSUE	ACCOUNTABILITY	STATUS	ESTIMATED COMPLETION DATE	COMMENTS
8.	Examine the feasibility of the use of a "General Inspector" in place of the more specialized inspection function now carried out by a variety of positions within the Corporation.	Shelley	New	1986 March	A study to determine whether such a concept is feasible and whether or not it would enhance efficiency and effectiveness.
9.	a) To develop a process for the preparation of an inventory of the municipal infrastructure, examining location, age, targeted replacement date and current replacement value. b) Prepare such an inventory.	Olson	New	1985 Dec. 1987 Dec.	These are the first steps necessary in examining the need to establish reserves for the eventual replacement of the existing municipal infrastructure.