

Council Policy

Policy Number: [Legislative Services will complete this section]

Strategic Plan

Date Approved by Council: DATE

Resolution No.:

Mayor:

County Commissioner:

1. Purpose

Sturgeon County's Strategic Plan is the highest order Council policy direction to County Administration. The Plan entrenches Council and Administration's collaborative commitment to ensuring that all County actions work towards the achievement of common goals. The Strategic Plan provides a foundation for accountability and all long- and short-term planning. The policy further guides all activities and decisions of Council and Staff recommendations.

2. Revision History

Approval Date	Revision Number	Modification
Year/Month/Date	1.0	New Document

3. Persons/Areas Affected

Sturgeon County Council, Administration and Residents
Neighbouring and regional Municipalities, Indigenous Communities
Developers, Business & Industry, and Investors

4. Definitions

- 1) **Community Outcomes** means goal statements for the organization, with corresponding strategic priorities. These outcomes shall guide strategic decision making by the municipality to ensure Sturgeon County is continuously evolving in an intentional way.
- 2) **Corporate Business Plan** means a medium-term plan recommended by the County Commissioner and endorsed by Council that identifies the organization's key strategic initiatives and guides its deployment of resources for a four-year period. It is a rolling plan that is updated annually and reflects the implementation of Sturgeon County's Strategic Plan.
- 3) **Departmental Business Plan** means a short-term plan that guides planning efforts of individual County departments. It identifies strategic initiatives as well as the ongoing operations of respective departments for a one-year period.

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- 4) **Strategic Plan** (“the Plan”) means a plan approved by Council that provides the overall future direction of the organization over a four-year period.

5. Policy Statement

- 1) Sturgeon County shall use the Strategic Plan in guiding decision-making and priority setting for the community and municipal organization.
- 2) Council and Administration shall be committed to the strategic planning process as a matter of policy.
- 3) Major Sturgeon County initiatives, master plans and strategies shall integrate with the overarching vision, community outcomes and goals outlined within the Strategic Plan.

6. Responsibilities

- 1) Sturgeon County Council is responsible for the governance of the municipality by setting policy and determining the priorities for services, programs, and infrastructure. Council balances the needs and expectations of residents in a financially responsible manner and is accountable to the community.

Council’s role is to:

- Set policies that align with the Strategic Plan,
- Ensure appropriate resources are provided to achieve Council’s goals and strategies,
- Review progress and performance reporting to track the success of the Plan, and
- Review the strategic direction on a regular basis to ensure that the Plan is responding to pressures in the local, regional, and global environment.

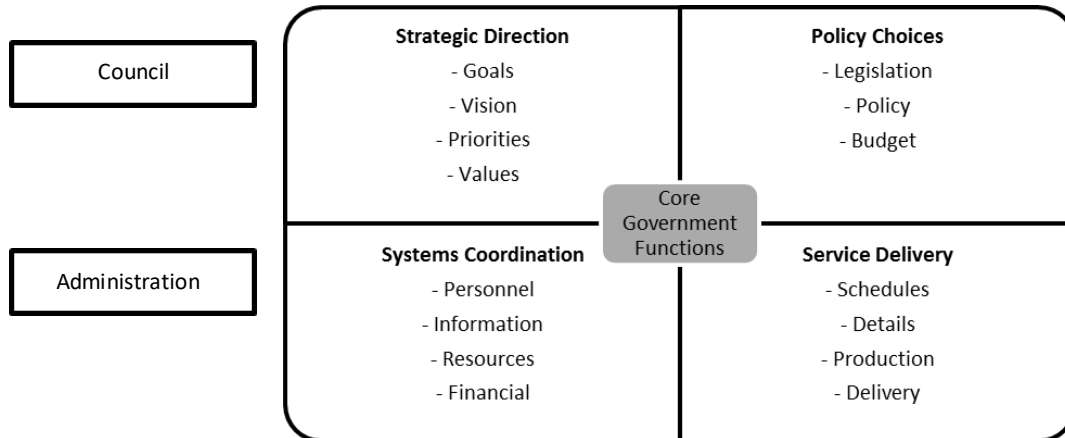
- 2) Sturgeon County Administration is responsible for implementing the strategic direction of Council through solid business planning, resource management and service provision.

Administration’s role is to:

- Ensure current services and programs align with the Strategic Plan,
- Advise Council, by providing recommendations, on leading practices for service delivery,
- Implement and maintain the service standards set by Council,
- Ensure the efficient use of County resources, and
- Develop and maintain administrative systems and processes, such as annual and long-term budgeting that support the implementation of the Plan.

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7. Procedures

- 1) The major tasks and initiatives necessary to implement the Strategic Plan shall be outlined annually in a four-year Corporate Business Plan and through departmental business plans, where applicable. The financial and human resource requirements for these initiatives shall be detailed in the organization's operating and capital budget documents.
- 2) Key performance indicators of a qualitative or quantitative nature shall form one part of the annual reporting process, highlighting the organization's progress towards achieving goals outlined within the Strategic Plan.
- 3) As part of the ongoing implementation process, attention shall be directed towards evaluating the success of strategies within the Plan and whether they should be maintained, replaced, or discontinued. The Strategic Plan shall undergo a major review within four-years after its approval or from the date of amendment.

8. Cross Reference

Sturgeon County's current *Strategic Plan*
 Sturgeon County's current *Corporate Business Plan*
 Departmental Business Plans
 Operating and Capital Budgets
 Sturgeon County's current Municipal Development Plan