

Council Policy

Policy Number: *PLY_GOV_ELE_Strategic Plan_2014*

Strategic Plan

Date Approved by Council: August 26, 2014

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

<i>Approval Date</i>	<i>Revision Number</i>	<i>Modification</i>
<i>Year/Month/Date</i>	<i>1.0</i>	<i>New Document</i>

3. Persons/Areas Affected

Sturgeon County Council, Administration and Residents
Neighbouring and Sub-Regional Municipalities
Developers, Industry and Investors

4. Policy Statement

Sturgeon County shall utilize the *Strategic Plan* in guiding all decision-making and priority setting for the community and organization.

Council and Administration shall be committed to the strategic planning process as a matter of policy.

Major Sturgeon County initiatives, master plans and strategies shall integrate with the overarching vision, community outcomes and goals outlined within the *Strategic Plan*.

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5. Definitions

Strategic Plan: a long-term plan approved by Council that provides the overall future direction of the Corporation over a 10-year period.

Community Outcomes: reflect the desired impact our goals have on Sturgeon County. The Community Outcomes link the County's Strategic Plan and its Municipal Development Plan.

Focus Areas: six broad priority areas that focus the work of the organization for the 10 year term of the *Strategic Plan*, that guide more immediate actions reflected in the Corporate Business Plan.

Corporate Business Plan: a medium-term plan recommended by the County Commissioner and endorsed by Council that identifies the Corporation's key strategic initiatives and guides its deployment of resources for a 3-year period. It is a rolling plan, updated annually that implements the *Sturgeon County Strategic Plan*.

Department Business Plan: a short-term plan that guides the operations of the County's departments. It identifies strategic initiatives as well as the ongoing operations of the department for a one year period.

6. Responsibilities

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.

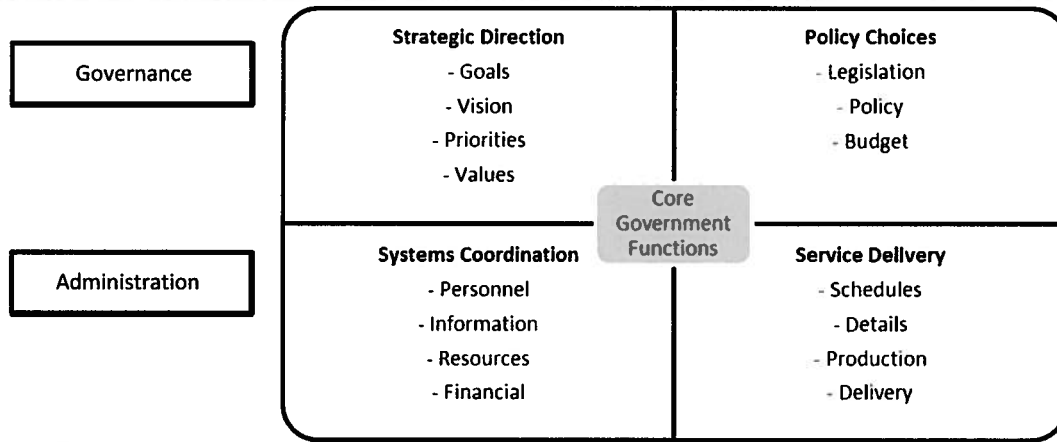
Sturgeon County Administration is responsible for implementing the strategic direction of Council through solid business planning, resource management and service provision.

Administration's role is to:

- Ensure current services and programs align with the *Strategic Plan*;
- Advise Council 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* will be outlined annually in a 3-Year Corporate Business Plan and through departmental business plans. The financial and human resource requirements for these initiatives will be detailed in the operating and capital budget documents.
- 2) The *Strategic Plan* includes performance measures which identify progress towards the goals of each Focus Area within the *Plan*. These indicators shall form one part of the annual reporting process that measure the organization's progress towards achieving the community's vision.
- 3) As part of the ongoing implementation process, the *Strategic Plan* shall be the cornerstone of an annual Council planning retreat, where attention shall be directed towards successful strategies within the *Plan* and whether they should be maintained, replaced or discontinued. The *Strategic Plan* shall undergo a major review five years after approval or from the date of amendment.

8. Cross Reference

Sturgeon County Strategic Plan 2012-2021: Making Strategy Happen
 Sturgeon County Corporate Business Plan
 Departmental Business Plans
 Operating and Capital Budgets
 2014 Sturgeon County Municipal Development Plan (Bylaw 1313/13)