

Council Planning Cycle and Strategic Agenda

Policy Section: Governance Process	Policy Number: GP-6	Approved By: Council
Regular Council Policy Review Frequency: Every three years	Date Approved: June 7, 2018	Date Reviewed/Revised: May 30, 2024

Purpose:

To outline Council's planning process to ensure Council establishes its own annual goals, strategic agenda, and Council meeting planning.

Policy:

To accomplish its job products with a governance approach consistent with Council policies, the Council will prepare and follow an Annual Integrated Council Strategic Agenda. The Council is responsible for managing its own governance goals and strategic agenda as well as the agenda for regular Council meetings. As such, the Council will establish, not later than the end of the first quarter of the Council's term of office, an Annual Integrated Council Strategic Agenda/Work Plan.

Council will conduct a planning discussion so that Council can identify its key strategic agenda for next year and its specific Council goals for the year.

The Council planning cycle will begin on August 1st annually and conclude each year on the last day of July.

The cycle will start with Council's development of its agenda for the next year and will include at least the following elements:

- 1) Ongoing environmental scanning/education in order to inform Council's policy direction to CRNM.
- 2) Re-exploration of CRNM's Strategic Directions.
- 3) Governance learning related to the Strategic Plan determination throughout the year (e.g. presentations by demographers, subject experts, staff, etc.).
- 4) Continuous improvement of Council performance through Council continuing education and enriched input and deliberation/generative discussions.
- 5) Consultations with selected groups in the broader community, or other methods of gaining input will be utilized in forming the Council agenda.
- 6) Exploration of key topics identified by the Council through its annual effectiveness self-evaluation, for further discussion.
- 7) Council's monitoring of compliance with Council's Governance Process and Council-CEO/Registrar Relationship policies.
- 8) Council's ongoing regular review of its governing policies.
- 9) Monitoring of CEO/Registrar's achievement of Strategic Directions and compliance with Executive Expectations Policies.
- 10) Conducting an Annual Performance Evaluation based on the regular Monitoring Report evaluation.

- 11) Reviewing the External Financial Audit Report.
- 12) Discussing Council succession planning.
- 13) Consent Agenda items.
- 14) Council Committee Reports.

The Annual Integrated Council Strategic Agenda/Work Plan will be recorded such that each Council Member can see at a glance the Council plan for the year (see Governance Resources under Council Strategic Agenda/Work Plan). Specific Council meeting agendas will be prepared in the context of the Annual Integrated Council Strategic Agenda/Work Plan.

Council Committees can submit proposed policy developments or monitoring reports items to the agenda by submission to the Council Chair via the CEO/Registrar. The Chair will carefully consider these items and schedule them according to priority themes, time availability and appropriateness with the governance approach. The Chair will consult with the CEO/Registrar regarding the operational aspect of such items and the time requirements for the preparation of suitable documents and background information for Council.

Council Members may submit potential policy agenda topics to the Council Chair or through the CEO/Registrar to the Chair. The Chair will carefully consider these items and schedule them into the Strategic Agenda/Work Plan according to priority themes, time availability, and alignment with the CRNM governance approach. The Chair will consult with the CEO/Registrar regarding the operational aspects of such items and the time requirements for the preparation of suitable documents and background information for Council.