

**Utility Commission**

**Topic:** Utility Commission Strategic Plan Proposal

**Date:** November 5<sup>th</sup>, 2024

**Briefing Prepared by:** Leya Behra – Deputy Director of Climate Action

**Briefing Reviewed by:** Marc Rutishauser – Deputy Director of Electrical Services

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**Purpose**

To seek Utility Commission feedback on the City of New Westminster Electrical Utility Commission Strategic Plan proposal (Attachment 1) to ensure the strategic plan is comprehensive and aligned with the Commission’s goals and priorities and to establish a project timeline.

**Background**

The Energy and Climate Action Department has received a proposal for the development of a strategic plan designed to solidify the vision, mission, goals and priorities of the Utility Commission to guide the current and future operational needs of the New Westminster Electric Utility. This plan will be integral to guiding our direction over the next five years, particularly in light of the increasing demands on electrical infrastructure, the transition to more sustainable energy sources, and the regulatory changes impacting utilities. The proposal outlines a 3 phase approach that aims to capture stakeholder input and establish a framework for future growth, reliability, and resilience.

**Discussion**

The draft proposal covers the following areas:

1. Planning and Research – Gathering insights from Utility Commission members and Energy and Climate Action Department management and reviewing relevant background materials.
2. Facilitation – Full day strategic planning session, target date in November/December 2024.
3. Summary Content and Strategic Plan Report – development of strategic plan report content and production of a final report for online publication for public review.



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At the time of writing this report, staff are gathering details from the consultant regarding time commitment from Commissioners and material gathering expectations, as it relates to the Planning and Research phase. Staff will provide any additional information received after submission of this report at the November 5<sup>th</sup>, 2024, Utility Commission Meeting for review and feedback.

### **Next Steps**

Staff will finalize the proposed scope of work and timeline with the consultant, based on the feedback provided by the Utility Commission, and initiate the project.

### **Recommendations**

THAT staff be directed to include Utility Commission feedback on the City of New Westminster Electrical Utility Commission Strategic Plan proposal into the project scope of work.