

National Guide to Sustainable Municipal Infrastructure A Best Practice Priority Setting Framework (Abbreviated Version) June 2003

Introduction -- The National Guide to Sustainable Municipal Infrastructure: Innovations and Best Practices is a project funded under the Infrastructure Canada Program and implemented by the Federation of Canadian Municipalities (FCM) and the National Research Council (NRC). Its mission statement is clear -- the National Guide to Sustainable Municipal Infrastructure identifies and disseminates best practices and encourages innovation to support sustainable municipal infrastructure decisions and actions that protect and enhance quality of life of Canadians.

To date, InfraGuide has focused on the effective implementation of an operational, management and governance structures. The InfraGuide has also engaged an impressive network of infrastructure professionals, documented and published a series of priority best practices and is now actively working towards knowledge uptake and use across Canada. The development of a Best Practices Priority Setting Framework (Framework) was identified as a critical first step for Phase II of the Guide's development. This report contains the critical elements of the InfraGuide's Priority Setting Framework – principles, selection criteria and process graphics. It is an abbreviated version of the longer report entitled National Guide to Sustainable Municipal Infrastructure: A Best Practice Priority Setting Framework (May 2003).

Guiding Principles for the Priority Setting Framework

The priority setting process for InfraGuide Best Practices is:

- **Consistent** with the mission of the National Guide to Sustainable Municipal Infrastructure
- **User-centered**, that is, focused on the needs of the Canadian municipalities
- **Evidence-based**, that is, considers the quality and quantity of available information and develops Best Practices through the efficient and effective use of this information
- **Systemic**, that is, adopts a holistic, global and integrated perspective
- **Responsive**, that is, it takes action with regards to new and emerging issues of public interest that may have an impact on municipal infrastructure
- **Timely and critical** with respect to safety, economic and social impact
- **Transparent, inclusive, fair, reasonable and accountable.**

Selection Criteria (and Relative Weight) for the Priority Setting Framework

Relevance to user (2)

Indicators:

- The Best Practice topic addresses a problem that is broad enough (# of municipalities and citizens affected by the issue)
- The Best Practice topic addresses a problem that is unique to certain regions of Canada (e.g. rural, northern)
- The Best Practice topic is useful to decision-making, investment planning and technical understanding and decision-making



Environment (1.7)

Indicators:

- The Best Practice topic favours preservation and rehabilitation of existing infrastructure over new construction
- The Best Practice protects public health and the environment by maintaining or improving the water, air and soil quality
- The Best Practice leads to a reduction in demand for municipal services, a potential reduction in community energy use and a focus on reducing, reusing and recycling (through pollution prevention or community demand management measures)
- The Best Practice encourages the efficient use of resources (labour, equipment and mentoring)

Financial (1.4)

Indicators:

- The Best Practice will have a positive influence the financial bottom line of municipalities
- The Best Practice favours a lifecycle approach to infrastructure maintenance and operations
- The Best Practice considers a lifecycle costing approach in the construction of infrastructure

Minimizes overall community risk (.9)

Indicators:

- The cost of NOT doing the Best Practice is significant (magnitude of risk)
- The Best Practice improves the quality of life as defined by municipalities

Issue of public concern (.9)

Indicator: The Best Practice focuses on a significant new or emerging issue of public interest

Continuity/Linkage (.8)

Indicator: The Best Practice is a continuity (spin-off) of previous completed work

Duplication (.8)

Indicator: The Best Practice avoids duplicating other Best Practices

Integration (.7)

Indicator: The Best Practice can potentially integrate other existing Best Practices

Innovation (.5)

Indicator: The Best Practice contributes to the uptake and use of new technologies and processes

Pay for Say (.3)

Indicator: The Best Practice development is accompanied by associated funding (external funder)

