

# 1-Day Introduction to Long-Range Planning of Industrial Facilities

## Description

This program introduces proven, practical methods for projecting facilities requirements well beyond the horizon of the current business plan, with or without a reliable sales forecast. Developed by Richard Muther, the world's leading authority on the subject, this course helps middle- and upper-level managers give confident direction on major expansions, new site planning, consolidations, and relocations. A condensed, high-level version of our 5-day work course on Long-Range/Strategic Planning of Industrial Facilities.

## Objectives

- To acquaint senior managers and planners with the basics of long-range facilities planning.
- To prepare senior managers for their role in developing, reviewing, and approving major facilities investments.
- To maximize the value of your company's most fixed assets.

## Who Will Benefit

- Business owners
- Senior executives
- Plant & Operations Managers
- Real Estate & Facilities Managers
- Business & Strategic Planners

## Timing

Duration: 1 day  
Start: 8:30  
AM Break: 10:00  
Lunch: 12:00 – 1:00  
PM Breaks: 2:15 & 3:45  
Adjourn: 5:00

## Course Outline

### A. FUNDAMENTALS OF FACILITIES PLANNING

- Terminology and basic methods of planning.
- The extended framework of planning phases.
- Differences in planning short- and long-term.
- How to make a master site plan – process, fundamentals, pattern, staging.

### B. UNDERSTANDING REQUIREMENTS & SURROUNDINGS

- Pre-planning – what management wants and is feasible.
- Existing and external conditions – how to prioritize them.
- Dominant considerations.

### C. DEVELOPING A LONG-RANGE PLAN

- Establishing long-range space requirements.
- The Full-Site Saturation method of master site planning.

### D. CASE EXERCISE IN PLANNING

- Work in teams on a case problem. Or, use this session to discuss the specifics of your planning project.

### E. EVALUATION OF PLANS

- How to select the most preferred plan.
- Team presentations. Or, use this session to define the selection criteria for your planning project.

### F. DEVELOPING A SOUND PLANNING PROCESS

- Long-range data record and planning file.
- Integrating facilities and business strategies.

### NOTE: OPTIONAL LUNCHEON DISCUSSION

If desired, each table will receive a specific question to discuss. Each table's consensus will be reported when Session D begins. Typical questions include:

- a. How can you best get short-term-pressured managers to think long-range?
- b. Should the long-range facilities plan and its capital budget be part of the strategic business plan?
- c. How can you maintain the benefits of a long-range facilities plan or a master site plan in the face of short-term expediencies?