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CORE LEADERSHIP INTELLIGENCE

Leadership Capacity Planner™

(BLCP)

Plan Capacity. Protect Performance. Lead Sustainably.

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Burn Bright Leadership Capacity Planner™ (BLCP)

Tagline

Plan Capacity. Protect Performance. Lead Sustainably.

Executive Definition

The Burn Bright Leadership Capacity Planner™ (BLCP) is a strategic planning and decision-support framework designed to help leaders align their time, energy, knowledge, decision-making capacity, people, and organizational resources with strategic priorities.

Rather than asking, "How much can I do?", the Leadership Capacity Planner™ asks:

"What can I sustainably achieve while developing people, protecting wellbeing, and maintaining leadership excellence?"

The framework enables entrepreneurs, managers, executives, and organizations to proactively prevent overload while maximizing leadership effectiveness.

Core Philosophy

Fundamental Principle

Leadership capacity is finite. Sustainable leaders intentionally design systems that maximize value while protecting cognitive, emotional, and organizational resources.

Capacity is more than available time.

It includes:

- Physical energy
- Mental focus
- Decision bandwidth
- Emotional resilience
- Knowledge capability
- Team capability
- Organizational systems
- Recovery opportunities

Burn Bright Leadership Capacity Model™



Time Capacity
Energy Capacity

Decision Capacity
Knowledge Capacity
People Capacity
System Capacity
Strategic Capacity
Recovery Capacity



Sustainable Workload
Better Decisions
Higher Innovation
Improved Team Performance
Reduced Burnout
Greater Organizational Resilience

The Eight Capacity Domains

1. Time Capacity™

Definition

The amount of available time aligned with strategic priorities.

Measures

- Calendar utilization
- Meeting load
- Focus time
- Administrative work
- Strategic planning time

Key Questions

- Does my calendar reflect my priorities?
- How much uninterrupted strategic time do I protect?
- What activities create little value?

Capacity Indicators

- Strategic work %
 - Operational work %
 - Administrative work %
 - Recovery time %
-

2. Energy Capacity™

Definition

The physical and mental resources available to sustain leadership performance.

Measures

- Sleep
- Exercise
- Nutrition
- Focus
- Stress
- Recovery

AI Reflection

Which activities consistently increase your leadership energy?

3. Decision Capacity™

Definition

The cognitive ability to make high-quality decisions consistently.

Measures

- Decision volume
- Complexity
- Delegation
- Interruptions
- Mental fatigue

Capacity Indicator

Daily Decision Load Score™

4. Knowledge Capacity™

Definition

The leader's ability to acquire, apply, and share knowledge.

Measures

- Reading
- Learning
- Reflection
- AI utilization
- Professional development

Capacity Question

Am I creating time to become a better leader?

5. People Capacity™

Definition

The capability of teams to independently perform, solve problems, and make decisions.

Measures

- Delegation
- Trust
- Team capability
- Leadership pipeline
- Collaboration

AI Insight

Your organization relies too heavily on your direct involvement.

6. System Capacity™

Definition

The effectiveness of organizational systems that reduce unnecessary workload.

Measures

- Automation
- SOPs
- AI integration
- Documentation
- Process maturity

Questions

Can this task be:

- automated?
- delegated?
- eliminated?
- standardized?

7. Strategic Capacity™

Definition

The ability to focus on long-term leadership rather than daily operational demands.

Measures

- Vision development
- Innovation
- Strategic planning
- Executive thinking
- Business development

Weekly Reflection

What future-building work did I complete this week?

8. Recovery Capacity™

Definition

The ability to intentionally restore cognitive, emotional, and physical resources.

Measures

- Sleep
- Annual leave
- Daily breaks
- Reflection
- Family time
- Exercise

AI Reflection

Are you recovering enough to lead effectively next month—not just tomorrow?

Leadership Capacity Score™

Every user receives a comprehensive dashboard.

Domain	Score
Time Capacity	74
Energy Capacity	81
Decision Capacity	69
Knowledge Capacity	90
People Capacity	72
System Capacity	76
Strategic Capacity	84
Recovery Capacity	67

Overall Leadership Capacity Index™

77 / 100

Category

Sustainable Growth Leader

Leadership Capacity Levels™

Score	Category
90–100	Leadership Architect
80–89	Sustainable Executive

70–79	Growth Leader
60–69	Capacity Constrained
50–59	Leadership Overload
Below 50	Critical Capacity Risk

Capacity Allocation Planner™

Every leader allocates weekly capacity intentionally.

Activity	Recommended Allocation
Strategic Leadership	25%
Team Development	20%
Decision Making	15%
Learning & Reflection	10%
Communication	10%
Administration	10%
Recovery & Thinking Time	10%

Weekly Capacity Planner™

Monday

Define:

- Top 3 priorities
- Critical decisions
- Delegation opportunities

Daily Review

Complete:

Capacity Created

- Delegated task
- Automated process
- Protected focus time

Capacity Lost

- Unnecessary meeting
- Context switching
- Low-value activity

Capacity Heat Map™

Time Capacity



Energy Capacity 

Decision Capacity 

Knowledge Capacity 

People Capacity 

System Capacity 

Strategic Capacity 

Recovery Capacity 

AI Leadership Capacity Coach™

The AI continuously analyzes leadership patterns.

Example:

Observation

Decision Capacity

69

Recovery Capacity

67

Meeting Load

High

AI Recommendation

This week's priorities:

- ✓ Cancel three low-value meetings
 - ✓ Delegate weekly reporting
 - ✓ Protect two 90-minute strategic thinking sessions
 - ✓ Schedule one recovery afternoon
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Monthly Leadership Capacity Report™

Includes:

Capacity Trend

Last 90 Days

↑ +7%

Biggest Capacity Gains

- AI automation
- Better delegation
- Meeting reduction

Biggest Capacity Drains

- Email overload
- Approval bottlenecks
- Context switching

AI Strategic Advice

You are operating at 92% capacity for the fourth consecutive week. Sustainable leadership performance typically declines when leaders consistently exceed 85% utilization. Focus on delegation, automation, and recovery to preserve long-term effectiveness.

Team Leadership Capacity Dashboard™

Organizations receive aggregated insights.

Measures:

- Team workload
- Meeting hours
- Decision bottlenecks
- Delegation maturity
- Recovery compliance
- Leadership development
- Learning engagement

Enterprise Benchmark™

Organizations compare capacity across industries.

Industry	Average Capacity
Technology	82
Healthcare	70
Education	72
Government	68
Professional Services	79

Burn Bright Capacity Formula™

Leadership Capacity =

(Time × Energy × Knowledge ×
Decision Quality × Team Capability ×
Systems Efficiency × Recovery)

÷ Leadership Load

Integration into the Burn Bright Leadership Sustainability Framework™

The Leadership Capacity Planner™ becomes the operational planning tool that connects all of your intellectual property.
Burn Bright Leadership Sustainability Framework™

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Leadership Energy Audit™

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Decision Fatigue Assessment™

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Delegation Readiness Framework™

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Leadership Capacity Planner™

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Leadership Intelligence Index™

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AI Leadership Coach™

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Academy • Community • Enterprise Dashboard

Website & AI Integration

Individual Users

- Weekly capacity planner
- AI recommendations
- Personal dashboard
- Reflection journal
- Learning pathway

Entrepreneurs

- Founder capacity dashboard
- Business bottleneck analysis
- AI automation planner
- Delegation roadmap

Enterprise

- Leadership capacity heat maps
- Team workload intelligence
- Succession planning indicators
- Organizational resilience metrics

Burn Bright Leadership Capacity Manifesto™

Exceptional leadership is not about doing more—it is about creating the capacity to think more clearly, develop others more effectively, learn continuously, and lead sustainably. Capacity is the foundation of intelligent leadership. By intentionally managing time, energy, decisions, knowledge, people, systems, strategy, and recovery, leaders create organizations that perform consistently without sacrificing wellbeing or long-term success.

Strategic Positioning

The Leadership Capacity Planner™ serves as the central operational dashboard of the Burn Bright ecosystem. While the Leadership Sustainability Framework™ defines what sustainable leadership is, the Capacity Planner™ shows leaders how to allocate and protect the resources required to practice it every day, making it a compelling subscription feature for individuals, entrepreneurs, teams, and enterprise clients.

— End of Leadership Capacity Planner™ —