



**AGENDA**  
**SPECIAL GOVERNANCE & PRIORITIES COMMITTEE**  
**MEETING OF FEBRUARY 2, 2015, AT 9:00 A.M.**  
**COUNCIL CHAMBERS, VICTORIA CITY HALL**  
**(CLOSED MEETING - 9:00 AM TO 10:00 AM)**

**PUBLIC MEETING AT 10:00 AM**

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**CALL TO ORDER**

**APPROVAL OF THE AGENDA**

**MOTION TO CLOSE THE FEBRUARY 2, 2015, SPECIAL GOVERNANCE & PRIORITIES COMMITTEE MEETING TO THE PUBLIC**

That Governance & Priorities Committee convene a closed meeting that excludes the public under Section 12(6) of the Council Bylaw for the reason that the following agenda items deal with matters specified in Sections 12(3) and/or (4) of the Council Bylaw, namely:

- Section 12 (3) (l) Discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purpose of preparing an annual report under section 98 of the Community Charter.

**CLOSED MEETING**

1. ADOPTION OF MINUTES
  1. Minutes from the Special Closed Meeting held January 26, 2015
  2. Minutes from the Special Closed Meeting held January 28, 2015

2. STRATEGIC PLANNING

**OPEN MEETING**

3. STRATEGIC PLANNING

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**ADJOURNMENT**





## Council Member Motion

For the Governance and Priorities Committee meeting of January 26 2015

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**Date:** January 26<sup>th</sup> 2015      **From:** Lisa Helps  
**Subject:** Strategic Planning Process

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### Recommendation

That Council adopt the following strategic planning process.

### Summary

The objective of the strategic planning process is to end up with a concrete strategic plan that will guide the decisions of Council and the work of staff for the next four years. Once in place, the plan will be reviewed on a regular basis and updated according to emerging priorities and the will of Council.

In order to have a plan with concrete outcomes that reflects the will of council and the aspirations of the public, we need to do three things. First, we need everyone on council to feel good about the strategic planning process and ensure there is room for everyone's ideas to be considered. Second, we need to focus the discussion on concrete problems and concrete solutions. Third, we need to share the plan with the public and ask for high-level input before we adopt it.

### Monday January 26<sup>th</sup> 9:00-3:00

*In camera, Council, City Manager, Director Citizen Engagement and Strategic Planning*

#### Strategic Planning Warm-Up with Tracey Lorenson

A facilitated session with Tracey Lorenson to agree on some high level principles for working together, develop a sense of what a strategic plan is and what we want it to do, and begin to discuss high-level goals.

#### Objectives:

- a.) Stretch our 'working together' muscles
- b.) Discuss what each person would like to get out of the strategic planning process and out of the experience of working together for the next four years
- c.) Agree on some basic principles and values for working together
- d.) Begin to identify themes and one high level goal that the plan can aim to achieve

### Wednesday January 28<sup>th</sup> 9:00am-1:00pm

*In camera, Council, City Manager, Director Citizen Engagement and Strategic Planning*

#### Section 1 Where We Are and Where We're Going

A facilitated discussion to flesh out the problems we'd like to solve and some agreement on the

desired reality we'd like to get to.

**Objective:**

Come to agreement about what is wrong and where we would like to take the City, at a very high level (agree on a shared goal) in the next four years.

**Section 1 – Where We Are and Where We're Going**

1. Start by listing the top ten things that we think are wrong with the city.
2. Distil everything that is wrong into one sentence.
3. If our answer to number two is the current reality, then, in one sentence, what is our desired reality?

**Monday February 2<sup>nd</sup> 9am–12 pm**

*Public*

**Sections 2 and 3 Big Dreams and Reality Check and Learning From Elsewhere**

A facilitated discussion led to flesh out everyone's big ideas, blue sky scenarios, as well as small things we'd like to see. This is also a structured opportunity for people to bring ideas they've seen work well in other places.

**Objectives:**

- a.) Begin to identify some of the really big things we'd like to accomplish in the next four years as well as some of the smaller, easier wins. These will tie into the final day of planning.
- b.) Share ideas and success stories from other places and assess which, if any we might like to pilot in Victoria. These will tie into the final day of planning.

**Section 2 – Big Dreams and Reality Check**

1. If the City of Victoria had all the time and all the resources in the world what would we do? (Dream big!)
2. If the City had little time and few resources, what would we do?

**Section 3 – Learning From Elsewhere**

3. What cities in the world do you think Victoria has something to learn from?
4. What are some concrete things we can learn from these cities?

**Tuesday February 3rd 9am – 3pm**

*Public*

**Section 4 Passions, Outcomes and Concrete Actions (Part 1)**

A facilitated discussion to bring everything together into high-level concrete outcomes and actions. This will loop back to where we started in order to make sure that the things we said were 'wrong' in Question 1 Section 1, are addressed by the outcomes and actions we agree to. This will be the meatiest session and this is where we will actually begin to make decisions.

**Objectives:**

- a.) Learn more about what each Councillor is interested in working on
- b.) Determine the high-level plan 'headings' or 'priorities'
- b.) Begin to settle on high level outcomes (deliverables) and actions

**Section 4 – Passions, Concrete Outcomes and Actions**

1. What are you passionate about working on?
2. Now, get concrete about your passions! At the end of four years, we will have achieved these **ten concrete outcomes**:
  - 1.
  - 2.
  - etc.
3. List the actions we think the City can take to achieve these outcomes.

**Thursday February 5th 12pm – 4pm**

*Public*

**Section 4 Passions, Outcomes and Concrete Actions (Part 2)**

A facilitated discussion to bring everything together into high-level concrete outcomes and actions. This will loop back to where we started in order to make sure that what the things we said were 'wrong' in Question 1 Section 1 are addressed by the outcomes and actions we agree to. This will be the meatiest session and this is where we will actually begin to make decisions.

**Objectives:**

- a.) To clean up and tie up our work from the previous four sessions
- b.) To make decisions on the high-level plan 'headings' or 'priorities'
- c.) To make decisions on the high level outcomes (deliverables) and actions
- d.) To direct staff to produce a draft strategic plan for input from Council and the public

**Respectfully Submitted**



Mayor Helps