

APPENDIX B: RECOMMENDED SHORT TERM ACTION PLAN

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FOCUS AREA: CAPACITY AND COLLABORATION

ACTION	DEPARTMENT OR DIVISION LEAD
Incorporate accessibility organizations into food security initiatives such as Growing in the City.	Parks, Recreation and Facilities
Hire new staff positions to resource and support corporate equity objectives and the implementation of the accessibility framework.	Corporate Initiatives
Continue accessibility related training and professional development learning opportunities for City employees.	Human Resources
Participate in the provincial annual Access Awareness Day.	Engagement
Continue to integrate accessibility and universal design into different elements of the Art in Public Places Program.	Arts, Culture and Events
Recognize December 3rd as the International Day of Persons with Disabilities.	Council
Report out on implementation of the Accessibility Framework.	Corporate Initiatives
Promote and participate in National AccessAbility Week.	Engagement
Integrate accessibility as a topic into Small Business Information Sessions offered through the Business Hub.	Economic Development
Promote established resources and programs for businesses owners on accessibility.	Economic Development
Explore the feasibility of a comprehensive accessibility survey with government partners to obtain localized and accurate data on the prevalence of disabilities in Victoria.	Sustainable Community Planning and Development and Engagement

FOCUS AREA: GOVERNANCE AND SERVICES

ACTION	DEPARTMENT OR DIVISION LEAD
Review and update accessibility of webcasting services.	Legislative Services & IT
Review accessibility resources, requirements and/or criteria for various granting or participatory budgeting programs offered by the City.	Finance, Neighbourhoods Team
Refine guidelines and processes for accessible public meetings, special events, and community engagement.	Engagement
Promote participation in Emergency Preparedness Workshops among agency partners who serve people with disabilities.	Emergency Preparedness
Review the Council Procedures bylaw for opportunities to increase accessibility in City decision making.	Legislative Services
Continue to update the City's website to be compliant with latest Web Content Accessibility Guidelines.	Corporate Initiatives
Develop and promote best practices for inclusion and accessibility to organizers of permitted special event and festivals being held in the City of Victoria.	Arts, Culture and Events
Update City communication guidelines and visual standards to increase accessibility of public documents through alternate formats.	Engagement
Develop a formal Accessibility Accommodation Request Process for members of the public seeking support to access City Services and programs.	Legislative Services

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FOCUS AREA: BUILT ENVIRONMENT

ACTION	DEPARTMENT OR DIVISION LEAD
Develop municipal accessible parking requirements and design standards (CSA Standard B651 or equivalent) for parking in new developments and for City-owned parking.	Transportation, Development Services
Continue to evaluate the locations, pricing and regulations associated with accessible parking stalls as a part of city-wide curb management planning.	Parking Services, Transportation
Initiate review of and amend City Bylaws, including associated fines, to reduce barriers to accessibility of sidewalks and pathways.	Bylaw Services
Trial and refine an accessibility prioritization tool, integrated with the Project Management Framework to help inform accessibility and barrier removal planning.	Engineering and Public Works, Parks, Recreation and Facilities
Promote, evaluate and apply lessons learned through implementation of accessibility pilot projects.	Engineering and Public Works, Parks, Recreation and Facilities
Begin the development of a City universal design manual (guidelines, specifications and standards), integrated with capital planning tools/processes, for (1) built environment and (2) city facilities.	Engineering and Public Works, Parks, Recreation and Facilities, Sustainable Community Planning and Development

ACTION	DEPARTMENT OR DIVISION LEAD
Develop and review strategies to improve accessibility of heritage buildings.	Sustainable Community Planning and Development
Undertake a Cultural Spaces Roadmap which will include identifying existing venues and spaces that require modifications for accessibility and create awareness of tools and resources to ensure accessibility standards are met.	Arts, Culture and Events
Undertake detailed design and build Phase 1 of the Centennial Square retrofit, including accessibility upgrades.	Sustainable Community Planning and Development; Parks, Recreation and Facilities; Engineering & Public Works
Review policy related to pet access to City parks.	Parks, Recreation and Facilities
Review design guidance for sidewalk cafes to be accessible.	Sustainable Community Planning and Development

