

# **Background**

- For the period of Jan 1 Mar 31, 2019, inclusive
- Summary of progress related to work outlined in:
  - 2019-22 Strategic Plan (Approved March 14)
  - 2019 Financial Plan (Approved April 25)



# **Report Overview**

#### **New Report Format**

- Separation of Strategic Plan action tracking and operational work plan
- Inclusion of Council Motions approved in the quarter
- Additional information as directed by Council

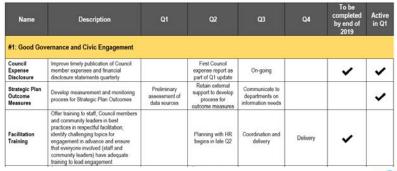
# Strategic Plan Progress Report Highlights, Accomplishments and Metrics Core Service Delivery Work Plan Council Motions



## Strategic Plan Progress Report - Att. A

## **Status of Strategic Plan Actions**

- · 63 new Actions to be initiated in 2019
- Includes summary of key milestones, expected carryforward to 2020 and activity in Q1



Project Status Dashboard to be add in Q2



# Highlights, Accomplishment, Metrics - Att. B

#### **Report Contents**

- Organized by Department (new)
- Highlights major achievements and activities
- Relevant performance metrics included
- Emerging issues and challenges (new)







# Core Service Delivery Work Plan - Att. C

## **Report Contents**

- Provides activities and timelines for over 60 major lines of service for 2019
- Direct line of sight to the 2019 Financial Plan document
- Subject to change as a result of unexpected issues or emerging community needs

Service Area	Description	Department	Q1	02	Q3	Q4
Business Hub	To guide new and existing businesses thru the City's processes, find ways to reduce or mitigate red tape, provide resources in the community to assist businesses	Business and Community Relations	CFB Esquimalt Small Business Start Up Workshop, Family Business and Young Entrepreneurs Excellence Awards	Inter-Community Business License (ICBL) Report to Council, Small Business Information Session, Business Awards; 10 to Watch, Chamber, Leadership Victoria, VATEC	Small Business Information Session - partner with ICA, VIRCS, etc. to focus on newcomers, immigrants & refugees, Small Business BC Pop-Up	
Create Victoria Master Plan	Implementation of Create Victoria Arts and Culture Master Plan	Business and Community Relations	Research and stakeholder engagement on Vacant Storefront Program.	28 Bastion Square Creative Hub- business plan development and host community workshop	Launch Mural Toolkit and Vacant Storefront Program	Draft Music Strategy ready for public feedback
Creative Animation and Programming of Public Space	Programming includes lies arts and culture activities in Centervial Square and Cameron Bandshall, poet laureate and youth poet laureate events and readings, artist in residence and Indigenous artist in residence programs. Canada Day celebrations, public and programs, ledigenous symposium seasonal animation and bannee program.	Business and	Calls to Artists: Commite, Commercial Alley and Summer	Poetry Month everts, scheduling and programming Centendinal Square and Carneron Bandshell, publication of CelyVibe pethication of CelyVibe festival brochure, Isanich call to artist for Artist in Residence Program. Continue to hold space for disigenous with Indigenous community regarding the next Call for Indigenous Artist in Residence Program. Summer and Event Banners.	Canada Day Celebration, free programming begins in CSQ and CB, Artworks installed for Commute and Commercial Alley projects. Artist in Resident begins term.	Nominations for Youth Poet Laureate launched installation of Winter Animation Program, Indigenous Symposium held



## **Council Motions - Att. D**

#### **Report Contents**

- · Includes 128 motions approved by Council in Q1
- Organized into three categories
  - 1. New items added by Council
  - 2. Operational items to be addressed through departmental work plans
  - 3. Motions related to, and included within the Strategic Plan

	Letter from the Minister of	That the correspondence dated February 12, 2019 from the Minister of Municipal Affairs and Housing be referred to the next Committee of the Whole	
Council Feb28_2019	Municipal Affairs and Housing	meeting.	Council added
	Smart Cities Challenge, Letter of Support	That Council approves the letter of support and aligned funding chart for SIPPs submission to the Smart Cities Challenge	Council added
	- ''	That Council:	O CONTROL CONT
		I nat Council: Allocate \$50,000 from surplus to partner with BC Housing and Island Health to increase the hours and services for Our Place to match winter hours from April 1–Cotober 31. Request the province fund the full amount for these extended hours in future years	



# **Additional Quarterly Information**

## **Budget Update - Att. E**

- · Operating budget revenue, expenditures and variance
- · Capital budget expenditures
- FTE Summary

#### Council Member Expenses – Att. F

- Summary of all receipts submitted for reimbursement within quarter for each member of Council
- · Carbon offsets to be included for airline travel

## **Grant Update – Att. G**

Summary of grants new applications, grants awarded or withdrawn



# **Additional Quarterly Information**

#### Contracts Awarded - Att. H

- · Listing of all contracts over \$50,000 awarded
- · Some are multi-year

#### **New Position Recruitment - Att. I**

- Status of the 36 new positions added to the 2019
   Financial Plan to specifically support implementation of the 2019-22 Strategic Plan
- · Current as of May 17





## Recommendation

That Council receive this report for information.



# **Strategic Plan Amendment Process**

#### Part Two – Emergency Issues & Extraordinary Opportunities

#### Step 1

At a Committee-of-the-Whole meeting, Councillors interested in amending the Strategic Plan to address an emergency issue or extraordinary opportunity must bring a motion accompanied by a short report to request a short report from staff on the implications of adding a proposed Action. Emergency Issues and Extraordinary Opportunities don't need to be tied to a specific Strategic Objective, but if they do, this should be indicated clearly, as well as the Outcome that the new proposed Action is meant to achieve. Proposed new actions for Emergency Issues and Extraordinary Opportunities will require a two-thirds majority to pass.

#### Step 2

One Committee-of-the-Whole meeting later at the most, staff provide a brief report to Council outlining what Actions planned for a given year may need to be reconsidered and the implications of doing so.

#### Step 3

At the same meeting as outlined in Step 2, Committee votes on whether to move forward the new Action and Outcome and what Action or Actions may need to be removed. If Committee (and Council) supports proposed Actions and Outcomes that fall outside of the 8 Strategic Objectives, a new section will be added to the plan entitled *Emergency Issues and Extraordinary Opportunities*.