

DATE OF MEETING March 27, 2023

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**SUBJECT DRAFT INTEGRATED ACTION PLAN AND DRAFT PRIORITY ACTIONS | A HEALTHY & EMPOWERED NANAIMO**

## **OVERVIEW**

### **Purpose of Report**

To introduce the “Draft Integrated Action Plan” and the “Draft Priority Actions”, review the draft priority actions for A Healthy Nanaimo and an Empowered Nanaimo, and to seek feedback on the proposed evaluation approach and schedule.

### **Recommendation**

That the Governance and Priorities Committee recommend that Council support the approach to evaluating the remaining Draft Priority Actions and proposed schedule as outlined in the Staff report dated 2023-MAR-27 titled “Draft Integrated Action Plan – A Healthy & Empowered Nanaimo.”

## **BACKGROUND**

On 2023-JAN-23, Staff presented a general overview and sample of the structure of the draft Integrated Action Plan (IAP). The IAP is a supporting document to *City Plan: Nanaimo Reimagined* that identifies and communicates key actions the City of Nanaimo is already doing, and would like to do over the immediate and long term to implement the policies in *City Plan*. The IAP is a comprehensive “library of actions” that will include Council’s priorities for implementing *City Plan* and, that is intended to be regularly referenced and reviewed by all City departments to guide their work.

The IAP is intended to be a living document, updated on an ongoing basis, to incorporate new actions and adjust or remove actions that have been achieved, become outdated, or been superseded, accounting for new knowledge and directions from Council or planning processes. The purpose of the IAP is to support the City’s commitment to integration and interdepartmental communication, with the goal of leveraging opportunity, investing efficiently, and maximizing the community benefit of City actions.

## **DISCUSSION**

Over the years, Council has endorsed or adopted numerous plans or made motions that identify a range of potential actions to support the community as it evolves. The process for developing the draft IAP involved a coordinated interdepartmental review and update of previously endorsed actions, as well as identifying potential new ones aligned with *City Plan* Goals.

## Draft Integrated Action Plan

A link to the full draft IAP library of actions can be found in Attachment A. The structure of the draft IAP library of actions mirrors that of the *City Plan*.

Part A | Welcome: Provides a brief overview of the “Purpose of the IAP”, “Reviewing & Updating the IAP” and “Navigating the IAP” (see pages 6 – 8).

Part B | Foundations: Provides a brief overview of the “Nanaimo Framework”, the “Five City Plan Goals” and how they relate to the “35 City Plan Policy Topic Areas” & “Land Use Plan” (see pages 9 – 11).

Part C & D | Actions: These two sections include the “draft priority actions” and the “library of actions”.

### *Draft Priority Actions*

The draft priority actions (see Attachment B for convenience as well as Attachment A pages 14-33) are intended to be the top actions prioritized by Council that will be implemented over the next 4 years. The draft priority actions proposed are those actions recommended by Staff for Council consideration, and they are drawn from the full IAP “library of actions” (discussed below). The proposed priority action list includes several actions reflecting motions passed by Council - identified by the star symbol; actions included in the 5 year Financial Plan – identified by a \$ symbol; and other actions Staff recommend for consideration. Additional actions from the full IAP library or from Council discussion are encouraged to be brought forward for consideration.

### *Library of Actions*

Part C and D include the “library of actions”, the full list of all the actions the City could potentially take. Part C is structured around the Five City Goals, and the 35 City Plan policy topic areas (see pages 34 – 265). Part D is organized around the City Structure, with policy topic areas such as Future Land Use Designations, and Neighbourhood Planning (see pages 266 – 322).

## Program & Project Actions:

*Programming Actions and Project Actions:* The actions have been organized based on two key categories: Programming Actions and Project Actions. Program Actions are implementable actions that result in something being created, such as a priority list of projects, an initiative, a change in protocols, service, or a document. Project actions are something built and are attached to a location and lead to a physical change in the city. They have a geographic location on a map. All actions are listed in tables, in addition, all project actions are visually represented on maps.

*Timeframes:* All actions are organized into three timeframes:

- Ongoing: Actions that are regular and repeated annually
- Immediate: Actions that will be completed in 0 – 4 years
- Future: Actions that will be completed beyond 4 years

*Connected City Plan Policies:* Each action contains a reference to the *City Plan* policy that supports the proposed action.

## NEXT STEPS

For the upcoming series of spring Governance and Priorities Committee (GPC) meetings, GPC members will be given time in advance of the GPC meeting to complete a survey per goal area. Zoom polls will then be used to focus the meeting time on the items requiring further discussion as well as any new actions to be considered as priorities.

### Proposed IAP Review Schedule

The following schedule is proposed for the review of the ‘Draft Priority Actions’ and ‘Draft Integrated Action Plan’. This schedule may shift depending on the time needed to review.

GPC Date	Proposed Topic Area – Draft Priority Actions
March 27, 2023	A Healthy Nanaimo / An Empowered Nanaimo
April 24, 2023	A Green Nanaimo / A Connected Nanaimo
May 8, 2023	A Prosperous Nanaimo   City Structure
May 29, 2023	Revised ‘Priority Actions’ and ‘Integrated Acton Plan’ presented to GPC for consideration of endorsement.

## OPTIONS

1. That the Governance and Priorities Committee recommend that Council support the approach to evaluating the remaining Draft Priority Actions and proposed schedule as outlined in the Staff report dated 2023-MAR-27 titled “Draft Integrated Action Plan – A Healthy & Empowered Nanaimo.”
  - The advantages of this option: Gives the GPC members time in advance of the GPC meeting to complete a survey for each action in a *City Plan* goal area, such that the GPC meeting time can focus on those actions requiring further discussion.
  - The disadvantages of this option: GPC members would need to complete the survey prior to the meeting.
  - Financial Implications: None identified.
  
2. That the Governance and Priorities Committee not recommend that Council support the approach to evaluating the remaining Draft Priority Actions and proposed schedule as outlined in the Staff report dated 2023-MAR-27 titled “Draft Integrated Action Plan – A Healthy & Empowered Nanaimo.”
  - The advantages of this option: Rather than the survey approach, Council can choose to review each action in the draft priority action list in a Zoom poll during each GPC meeting.
  - The disadvantages of this option: More GPC meeting time may be needed, than if the survey approach is used.
  - Financial Implications: None identified.
  
3. That the Governance and Priorities Committee provide alternative direction to review the Draft Priority Actions.

### **SUMMARY POINTS**

- The draft *Integrated Action Plan* is the full library of actions that articulate concrete steps the City will take to make progress towards the Five City Goals outlined in *City Plan: Nanaimo ReImagined*.
- The draft *Integrated Action Plan* is intended to be a living document that can be amended on an ongoing basis to reflect new priorities, knowledge, and directions.
- The Draft Priority Actions are intended to be the top actions this Council has identified as priorities over the next 4 years.
- For the upcoming series of spring Governance and Priorities Committee (GPC) meetings, GPC members will be given time in advance of the GPC meeting to complete a survey per goal area. Zoom polls will then be used to focus the meeting time on the items requiring further discussion as well as any new actions to be considered as priorities.

### **ATTACHMENTS:**

ATTACHMENT A: Link to Draft Integrated Action Plan

ATTACHMENT B: Draft Priority Actions

#### **Submitted by:**

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#### **Concurrence by:**

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