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REPORT TO COMMITTEE OF THE WHOLE MEETING OF WEDNESDAY, MAY 08, 2024

SUBJECT **Board Priorities Annual Check In**

ISSUE SUMMARY

To report on progress made to advance the 2023-2026 Board Priorities and Corporate Plan.

BACKGROUND

The Capital Regional District (CRD) Board identified and endorsed the following strategic priorities, and associated initiatives, in early 2023 (see Appendix A):

- Transportation
- Housing
- Climate Action & Environment
- First Nations
- Governance

Subsequently, staff prepared the 2023-2026 Corporate Plan to align with this direction. The Corporate Plan presents the work the organization needs to deliver over the Board term to meet the region's 16 most important needs (community needs) and advance the Board's vision and priorities. Initiatives listed in the Corporate Plan are delivered in conjunction with the critical regional, sub-regional and local services and regulatory requirements that the CRD is accountable for delivering.

The Board meets in the spring of every year (in the second through the fourth year of the Board's term) to review progress made and confirm the direction for the Board Priorities. This report has been developed to facilitate this review and provide evidence of CRD staff's progress over the last year.

On February 14, 2024, the CRD Board directed staff:

1. to include the Regional Growth Strategy Indicators report and appendix in the package of information supporting the annual priorities check-in. This information has been included as Appendix D.
2. to evaluate initiative 10b-2 to "scale up regional support for performing arts facilities within the region" in terms of its scope and level of priority along with consideration to establish a new select committee at the next annual check-in of the 2023-2026 CRD Corporate Plan in late spring 2024. Information has been included in the presentation.

Next Steps

Board direction shapes the annual service planning process that identifies recommended initiatives, funding, timing and service levels to deliver next year's workplan. Staff prepare these recommendations through the summer and for review by standing committees and commissions in the fall. The Board approves the service plans through the approval of the provisional budget in October.

Through the 2023-2026 Board Priorities and Corporate Plan, the Board set the CRD on a path that furthers its vision to embrace cooperation, innovation and bold leadership in the delivery of services that contribute to a livable, sustainable and resilient region. Should the Board decide to make changes to the Board Priorities, this will be followed by a thorough review of the CRD Corporate Plan, its initiatives and budgets to re-align CRD resources and workplans to the new direction.

ALTERNATIVES

Alternative 1

The Committee of the Whole recommends to the Capital Regional District Board:

1. That the current level of effort on Board Priorities be maintained; and
2. That staff, through the service and financial planning processes, provide recommendations on funding, timing and service levels for 2025 in accordance with 2023-2026 Board Priorities and Corporate Plan.

Alternative 2

The Committee of the Whole recommends to the Capital Regional District Board:

1. That the level of effort on Board Priorities be adjusted as directed by the Committee of the Whole; and
2. That staff, through the service and financial planning processes, provide recommendations in funding, timing and service levels for 2025 in accordance with the amended direction.

IMPLICATIONS

Alignment with Board & Corporate Priorities

The 2023-2026 Corporate Plan identifies and prioritizes initiatives that advance Board Priorities and deliver the CRD's core services. Together, the initiatives and actions in the Corporate Plan respond to the region's collective community needs in consideration of Board priorities, within the CRD's established service mandates, approved plans and corporate priorities.

Service Delivery Implications

Staff report on the progress of initiatives and services on a regular basis. The Board oversees the Board Priorities through the Quarterly Board Priorities Dashboard which accompanies the CAO Quarterly Progress Reports. The Board also receives a progress report on the CRD Corporate Plan twice a year at the Board Priorities check-in and provisional budget meetings, which take place in the spring and fall respectively. During the year, standing committees and commissions also fulfill an oversight and advisory role in relation to services. The CRD Annual Report is published in the spring. This layered oversight ensures that there is transparency over progress made year-round and that adjustments can be made to policy in close consultation with the Board, where necessary.

Appendix B reports on progress staff have made in advancing 2023-2026 Board Priorities. Appendix C reports on progress made in advancing the 2023-2026 Corporate Plan. A significant amount of change is underway organizationally, and staff have been thoughtful about progressing work in consideration of existing staffing capacity, operational imperatives and commitments, and the organization's capacity to balance multiple streams of transformation simultaneously. As we prepare for 2025, staff are in a good position to continue meeting the expectations that have been set at the start of the Board's term.

As demand for staff’s time and services increases regionally, so does demand on the corporate divisions which support them with organization-wide functions. These divisions have also had to increase capacity to support the growing operational requirements driven by population growth, which is a significant demand driver for CRD services.

Financial Implications

Any change in strategic direction will have to be addressed and reflected through the 2025 service and financial planning processes. Such change includes, but is not limited to, Board direction to include new initiative(s), expand the scope of initiative(s), and/or accelerate or decelerate effort on existing initiative(s). Resource implications would be identified in the provisional budget, brought forward by staff in October 2024.

CONCLUSION

Staff are progressing initiatives and actions identified in the 2023-2026 Corporate Plan, including Board Priorities. The Board determines resourcing through its annual review and approval of the provisional budget. To support the Board’s decision-making, staff will provide recommendations on funding, timing and service levels through the service and financial planning processes. These will be reviewed through the standing committees and commissions and form the basis of the provisional budget.

RECOMMENDATION

The Committee of the Whole recommends to the Capital Regional District Board:

1. That the current level of effort on Board Priorities be maintained; and
2. That staff, through the service and financial planning processes, provide recommendations on funding, timing and service levels for 2025 in accordance with 2023-2026 Board Priorities and Corporate Plan.

Submitted by:	Fran Lopez, M. Sc., Acting Manager, Regional & Strategic Planning
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ATTACHMENTS

- Appendix A: 2023-2026 CRD Corporate Plan
- Appendix B: 2023-2026 Board Priorities – Progress Report (2023)
- Appendix C: 2023-2026 Corporate Plan – Progress Report (2023)
- Appendix D: Staff Report: Regional Growth Strategy Indicators