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REPORT TO THE CAPITAL REGIONAL DISTRICT BOARD MEETING OF WEDNESDAY, DECEMBER 13, 2017

SUBJECT **Board Strategic Priorities and Corporate Plan Initiatives – Priorities Dashboard Progress Report No. 4, 2017**

ISSUE

To provide the fourth progress report on the Board and Corporate priorities for the period up to December 12, 2017.

BACKGROUND

In May 2015, the Board approved the *CRD Board Strategic Priorities 2015-2018* (the “*Board Priorities*”) that identifies 12 strategic areas and 52 priority actions to be initiated over a four-year term. The *CRD Corporate Plan 2015-2018* (the “*Corporate Plan*”) was subsequently developed and introduced corporate strategies and actions that are aimed at achieving the Board Priorities.

Staff have developed a Priorities Dashboard to track progress on the strategic priorities and presented quarterly updates of the Dashboard to the Board in 2016. The fourth quarterly update of 2017 is attached as Appendix A.

Consistent with the previous Priorities Dashboard updates, priorities that have been identified as completed or operationalized in update No. 3, 2017 have been moved to the back of the Dashboard. Other initiatives that have been completed or operationalized since that time are highlighted in the first part of the document. An operationalized item is a priority that has been initiated and is now part of the operations of a department (for example, an award of contract signifies that a priority has been initiated and is underway and operationalized).

The Dashboard also denotes the status (i.e., not started, in progress or completed) of an initiative. The condition (i.e. no issues/proceeding as planned/potential or emerging issue/problem, problem/issue has arisen or timing has changed) is also identified within each of these categories.

ALTERNATIVES

Alternative 1:

That the Priorities Dashboard Progress Report No. 4 – 2017 as attached in Appendix A be confirmed.

Alternative 2:

That the Priorities Dashboard Progress Report No. 4 – 2017 be referred back to staff for additional information.

IMPLICATIONS

Progress on the Board Priorities and Corporate Plan initiatives from the fall of 2015 to date is reflected in Progress Report No. 4 – 2017. The “Comments” section provides a summary of completed actions as well as any issues or problems that have arisen that may impact progress

on the priority. The “Next Steps” section identifies future planned actions and associated timing.

As of December 12, two Board and Corporate Priorities have been completed or operationalized in the fourth quarter:

- Governance: Establish regular two-way engagement opportunities (with the public and) within the organization using innovative approaches and technologies (operationalized);
- Protective Services: Oversee compliance with applicable building regulations (completed).

Following Q4, nine Board and Corporate Priorities will remain outstanding (not completed or operationalized).

Workplans have been adjusted and resources allocated to those priorities that have been operationalized and the work is ongoing. Any new or additional priorities would need to be evaluated on a case-by-case basis to determine any workplan and resource implications.

CONCLUSION

The Priorities Dashboard Progress Report No. 4, 2017, provides a status update on Board and Corporate priorities to December 13, 2017.

RECOMMENDATION

That the Priorities Dashboard Progress Report No. 4 – 2017 as attached in Appendix A be confirmed.

Submitted by:	Robert Lapham, MCIP, RPP, Chief Administrative Officer
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Attachments: Appendix A – Priorities Dashboard Progress Report No. 4, 2017