DATE OF MEETING JUNE 26, 2023

AUTHORED BY KASIA BIEGUN, PLANNER, COMMUNITY PLANNING

SUBJECT REVISED INTEGRATED ACTION PLAN

OVERVIEW

Purpose of Report

To present a revised Integrated Action Plan, which includes the Priority Action List and appendix of 2023 Neighbourhood Association Priorities for Council to consider as part of annual budget discussions starting in 2024.

Recommendation

That the Governance and Priority Committee recommend that Council endorse the revised Integrated Action Plan as presented in Attachment A of the report titled "Revised Integrated Action Plan", dated 2023-JUN-26, and recommend that Council use the information to guide and inform annual budget considerations.

BACKGROUND

Between March and May of 2023, Staff presented the draft *Integrated Action Plan* (IAP) and draft *Priority Actions* list to the Governance and Priorities Committee. The meetings were an opportunity for the Committee to provide feedback on the draft priority actions for the Five City Plan Goals and City Structure. The Five Goals include: A Green Nanaimo; A Connected Nanaimo; A Healthy Nanaimo; An Empowered Nanaimo; and, A Prosperous Nanaimo.

Draft Integrated Action Plan Overview

The IAP is a supporting document to *City Plan: Nanaimo ReImagined*, and lists the "library of 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* (see Attachment A). The actions are drawn from previously endorsed or adopted plans, in addition to new actions to support the implementation of *City Plan*.

The IAP serves as a guiding document for Council to consider resource allocation through annual budgeting in order to strategically support priority actions. It is intended to be regularly referenced and reviewed by all City departments to guide their work. Acting as a living document, the IAP will be updated on an ongoing basis, to incorporate new actions and adjust or remove actions that have been achieved, become outdated, or been superseded, accounting for new knowledge and directions from Council or planning processes.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 draft IAP is structured to mirror the policy sections in *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 Doughnut", 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" include the draft "Council's Priority Actions" as well as the "library of actions". The actions within these two sections are organized by the Five City Goals (Part C) and City Structure (Part D), timelines, types, and connection to other actions and *City Plan* policies. The intent of mirroring the structure of *City Plan* is to clearly demonstrate what actions are being taken to implement *City Plan.*

The actions in the IAP are sorted by programs and projects; timeframes; and each action is connected to a City Plan Policies:

- Programming versus Project Actions: The actions have been organized based on two key categories: Programming Actions versus 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 will be listed in tables, in addition to all project actions visually represented on maps. All actions also denote what City Plan policy(s) support the actions.
- Timeframes: All actions are organized into three timeframes:
  - Ongoing: Regular and Repeated Actions
  - Immediate: 0 – 4 years
  - Future: Beyond 4 years
- Connected City Plan Policies: To put change into motion, each action will be connected to one or more City Plan policies.

Priority Action List

Council's Priority Actions, which form part of the IAP, reflect the top actions prioritized by Council that may be implemented over the next four years. It will be at Council's discretion which actions to consider for inclusion into the City's annual capital plans, budgets, and department plans. The Priority Actions can be found on page 16 to 33 of the IAP.

2023 Neighbourhood Association Priorities

The Appendix includes recognized neighbourhood association priority actions identified at the Neighbourhood Association Engagement Event held on 2023-APR-26. Each neighbourhood association was asked to identify up to three top priority actions. As with the Priority List Actions, Staff will work to review and address the actions identified by the neighbourhood associations within four years, for Council's consideration of inclusion into the City's capital plans, budgets, and department work plans.

DISCUSSION

Staff have incorporated the feedback received from the Committee over the past four months, and are now presenting the revised draft of the IAP. In addition to the Committee's changes, the revised plan also includes changes that are more general/housekeeping in nature (i.e. to improve the document's clarity, consistency, organization, readability, and accuracy).

Next Steps

Staff will form an internal interdisciplinary working group to review Council's Priority Action List, to identify Department leads, and supporting Departments for each action. Each Department will then bring forward actions for Council's consideration for inclusion in City's annual capital plans, budgets, and department work plans.

OPTIONS

1. That the Governance and Priority Committee recommend that Council endorse the revised Integrated Action Plan as presented in Attachment A of the report titled "Revised Integrated Action Plan", dated 2023-JUN-26, and recommend that Council use the information to guide and inform annual budget considerations.

    - The advantages of this option: The IAP will support: 1) achieving the objectives and policies of *City Plan: Nanaimo ReImagined;* 2) integration with *City Plan*, *Council's Strategic Priorities*, the *Monitoring Strategy*, Department Work Plans, and Individual Staff Work Plans; and 3) 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.
    - The disadvantages of this option: None identified.
    - Financial Implications: The IAP will guide and inform annual budget considerations.

2. That Council recommend amendments to the *Integrated Action Plan*, dated 2023-JUN-26.

    - The advantages of this option: Council may have actions they wish to see added, revised, or removed from the IAP.
    - The disadvantages of this option: Additional Staff time may be required to make amendments.
    - Financial Implications: This work can be completed using existing City administrative budgets.

3. That the Governance and Priorities Committee provide alternative direction to Staff.

SUMMARY POINTS

- The *Integrated Action Plan* articulates the concrete steps the City will take to make progress towards the Five City Goals and City Structure outlined in *City Plan: Nanaimo ReImagined*.
- The *Integrated Action Plan* will be a living document that can be amended on an ongoing basis to reflect new priorities, knowledge, and directions.
- The *Integrated Action Plan* will 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.

- The *Integrated Action Plan* will allow for an iterative neighbourhood planning approach, where neighbourhood priorities are confirmed or altered based on regular engagement with residents and neighbourhood associations.

ATTACHMENTS:

ATTACHMENT A: Link to "Nanaimo Integrated Action Plan – June 2023"

Submitted by:

Lisa Brinkman
Manager, Community Planning

Concurrence by:

Lisa Bhopalsingh
Director, Community Development

Bill Corsan
Director, Corporate & Business Development

Bill Sims
General Manager, Engineering & Public Works

Richard Harding
General Manager, Parks, Recreation & Culture

Dale Lindsay
General Manager, Development Services / Deputy CAO

ATTACHMENT A

Link to “Nanaimo Integrated Action Plan – June 2023”: https://www.nanaimo.ca/docs/city-plan-documents/iap-june-2023.pdf/


CITY OF NANAIMO
THE HARBOUR CITY
NANAIMO
INTEGRATED ACTION PLAN
JUNE 2023
Integrated Action Plan
2023-JUN-26

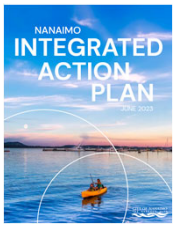

CITY OF NANAIMO
Integrated Action Plan
NANAIMO
INTEGRATED ACTION PLAN
JUNE 2023
Purpose | Communicate the full breadth of actions the City of Nanaimo may consider undertaking in the ongoing, short, and long term.

Integrated Action Plan | GPC Meetings To Date



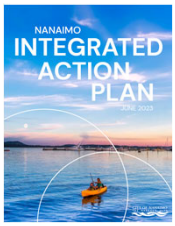
January 1	Introduction
March 27	C3 Healthy
April 24	C4 Empowered, C1 Green, & C2 Connected
May 8	C5 Prosperous, & D City Structure
June 12	Neighbourhood Association Priorities

Integrated Action Plan | Changes

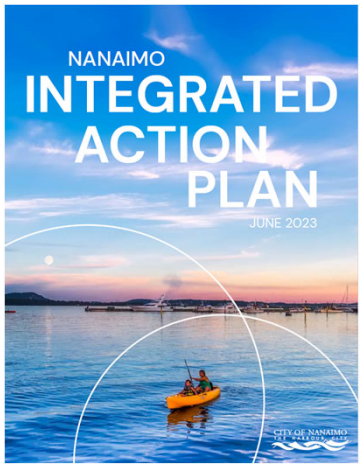


- **2** actions added to the priority list from the "library of actions"
- **6** brand new actions added to the priority list
- **2** actions wording amended
- **4** actions removed from the priority list
- **3** Staff directives to prepare information reports
- 2023 Neighbourhood Association Priority List Actions added as an Appendix
- General/housekeeping changes

Integrated Action Plan | Priority Actions

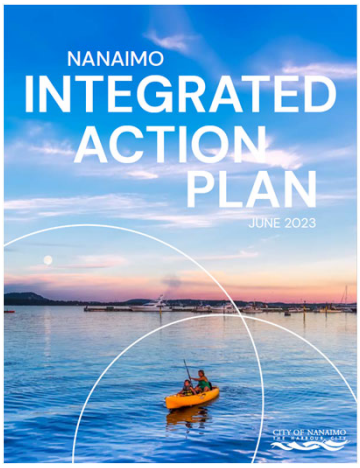


- 203 Priority Actions identified
- Council's discretion which actions to consider for inclusion into the City's annual capital plans, budgets, and department plans
- Priority Actions are in addition to regular and ongoing functions/services/programs the City provides



Recommendation

Council receive the *Integrated Action Plan* to guide and inform annual budget considerations.



Next Steps

- Complete key indicators' assessment and metric development
- Provide a draft Monitoring Strategy in fall 2023