



Legislation Details (With Text)

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**Attachments:** 1. 2021 Full Plan, 2. 2021 Council Priorities, 3. 2021 Projects in Process, 4. Presentation

Date	Ver.	Action By	Action	Result
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2021 Work Plan Priority Review

**Summary and Background Information:**

This facilitated meeting is intended to review Council’s input on the draft 2021 work plan presented at the December 28, 2020 mini-retreat. Staff has incorporated Council’s feedback and prepared a revamped work plan for further input from Council. These documents show the original plan with Council input as to priorities, a list of projects identified as Council priorities, and a list of projects already underway. Confirming priorities and plans for 2021 during this session will enable Council to dedicate the whole of the Winter Retreat to discussing the vision and work plan for 2022.

Staff prepares an annual work plan to track and manage projects and priorities for the year. Having a work plan ensures that all work accomplished by staff in a given year furthers the goals set by Council. Council’s input is not limited to the Council Goals, but also comes from discussions on priorities and vision in the annual Winter Retreat. The Winter Retreat is designed to inform the priorities for the following year’s work plan (e.g. the 2019 work plan was constructed based on the discussions from the 2018 Winter Retreat).

The 2021 work plan is the product of three distinct inputs: work carried over from the 2020 work plan, projects initiated by Council, and a draft document created by the City Manager’s Office incorporating Council’s input from the 2020 Winter Retreat as well as input from the Leadership team. This plan was initially presented to Council on December 28, 2020 for review, and the attached plan incorporates Council’s feedback and stated priorities.

The documents break down the work planned for 2021. The ‘2021 Full Plan’ document shows the entire plan, with Council’s priorities listed for each item, as well as which projects are already underway. The ‘2021 Council Priorities’ document shows only those projects listed as high priority by Council, and the ‘2021 Projects Underway’ document shows only those projects already in progress.

**Staff Responsible (Department Head):** Roger Tinklenberg, Interim City Manager

**Staff Member Presenting:** Roger Tinklenberg, Interim City Manager

**Financial Impact:** N/A

**Funding Source:** N/A

**Staff Recommendation:** That Council provide direction to staff by confirming the priority ranking or modifying the ranking.

**Suggested Motion:** N/A