



Official Notice

Special Meeting of Regional Council

Regional Council Chambers
Regional Headquarters Building
605 Rossland Road East, Whitby

Friday, March 1, 2019

9:00 AM

1. Roll Call

2. Declarations of Interest

3. Education Presentations

3.1 Overview of Strategic Planning Process and Current Plan – Elaine Baxter-Trahair

3.2 Implementation of the KPI Dashboard – Sonya Hardman

3.3 Items Remaining from the 2015 – 2019 Strategic Plan – Department Heads

4. Committee of the Whole

4.1 [Committee of the Whole Agenda](#)

Pages 3 - 5

5. Report of the Committee of the Whole

6. Confirming By-law

13-2019

Being a by-law to confirm the proceedings of Regional Council at their meeting held on March 1, 2019

7. Adjournment

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The Regional Municipality of Durham
Special Committee of the Whole Agenda

Council Chambers
Regional Headquarters Building
605 Rossland Road East, Whitby

Friday, March 1, 2019

9:00 AM

1. Facilitated Discussion

- 1.1 Strategic planning process, timing and deliverables
- 1.2 What do we want Durham to look like in 5 – 10 years?
- 1.3 What are the strategic opportunities and priorities for this term of Council? (Focus on big goals)

2. Reports

- A) New Strategic Plan Development ([2019-COW-7](#)) 4 - 5

Rise and resume into Regular session of Council to ratify actions taken in Committee of the Whole. (Continue with Item 5 of the Special Council agenda.)

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The Regional Municipality of Durham Report

To: Committee of the Whole
From: Elaine Baxter-Trahair, Chief Administrative Officer
Report: #2019-COW-07
Date: March 1, 2019

Subject:

New Strategic Plan Development

Recommendations:

That the Committee of the Whole recommends to Regional Council:

- A) That three members of Council be appointed to participate on the Strategic Plan Development Task Force as outlined in this report, to guide the process of developing a new Durham Region Strategic Plan; and
 - B) That staff be directed to bring forward the new Durham Region Strategic Plan at the November 13, 2019 Committee of the Whole meeting.
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Report:

1. Purpose

1.1 The purpose of this report is to make recommendations regarding the formation of a Task Force to oversee the development of a new strategic plan for the Regional Municipality of Durham.

2. Background

2.1 At the Finance and Administration Committee orientation meeting of January 15, 2019, Council directed staff to initiate a process to develop a new strategic plan.

2.2 A full day Special Council Meeting has been planned for March 21, 2019 where all Regional Councillors will have the opportunity to contribute to the development of the plan through a discussion of Council priorities for the term. An external facilitator has been retained to guide this process.

3. Task Force Role and Composition

3.1 Consistent with the process followed in 2015, staff recommends the formation of a Task Force to guide the development of the new strategic plan.

a. The role of the Task Force is to:

- Approve the project timeline;
- Discuss the timeframe for the plan (4 or 5-year plan);
- Determine the scope of public consultation and mechanisms for input;
- Attend public meetings, where possible;
- Periodically review progress of the plan;
- Provide input on updates for Regional Council; and
- Review draft plan and make suggestions prior to full Council consideration.

3.2 Staff recommends that the composition of the Task Force include the CAO and one Department Head as staff representatives, along with three Regional Councillors. The Director of Corporate Policy and Strategic Initiatives will support the Task Force and serve as the liaison between the external facilitator and the committee.

4. Conclusion

4.1 To begin the strategic planning process, the formation of the Task Force is essential.

4.2 Staff recommends that the Task Force identified in this report be formed to guide the process of developing a new Durham Region Strategic Plan.

4.3 For additional information, contact: Sandra Austin, Director of Corporate Policy and Strategic Initiatives, at 905-668-7711, extension 2449.

Prepared by Sonya Hardman, Manager – Corporate Initiatives 905-668-7711, extension 2049.

Respectfully submitted,

Original signed by

Elaine Baxter-Trahair
Chief Administrative Officer

Recommended for Presentation to Committee