

Vision Implementation Program Review Process and Schedule

PROCESS				
STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Fact Finding Nov. 2008- Feb. 2009	Issues / Opportunities Feb. - Apr. 2009	Strategies & Solutions May - July 2009	Program Revisions July - Oct. 2009	Council Approval Nov. 2009
<ul style="list-style-type: none"> • Prepare Vision Implementation status report • Survey and interviews with stakeholders • Research plan implementation in other cities 	<ul style="list-style-type: none"> • Compile inventory of issues • Conduct analysis of current implementation status and strategy • Draft Issues & Opportunities paper (<i>analyzing results from Step 1</i>) 	<ul style="list-style-type: none"> • Conduct themed discussions with stakeholders to develop strategies and solutions <i>*topics and number of discussions will largely be identified in Step 2</i> 	<ul style="list-style-type: none"> • Draft Program Terms of Reference • Draft Vision Implementation Action Strategy • Draft Communications and Outreach Strategy 	<ul style="list-style-type: none"> • Draft Council Report • Prepare notification
STAKEHOLDER CONSULTATION				
<ul style="list-style-type: none"> • Pan Visions Workshop 1: Kick-off <i>Nov. 18, 2008</i> • On-line feedback form <i>December, 2008</i> • Interviews with key stakeholders <i>Dec 2008 - Jan 2009</i> • VI Committee representatives check-in meetings as needed ... 	<ul style="list-style-type: none"> • Review draft Issues & Opportunities paper and report on analysis of current implementation status and strategy <i>Mar. 2009</i> • Program Review Meeting <i>Early Spring</i> 	<ul style="list-style-type: none"> • Representative stakeholders participate in discussions on strategies and solutions (approx. 1- 3 sessions for each stakeholder groups) <i>May - Jun. 2009</i> • Review summary of themed discussions <i>Jul. 2009</i> 	<ul style="list-style-type: none"> • Review Draft Terms of Reference, Vision Implementation Action Strategy, and Communications and Outreach Strategy <i>Sept. 2009</i> • Open House: Program Revisions <i>Sept. 2009</i> 	<ul style="list-style-type: none"> • Review Council Report <i>Oct. - Nov. 2009</i> • Attend Council Meeting <i>Oct. - Nov. 2009</i>