



## CENTRAL COAST REGIONAL DISTRICT

**DATE:** May 09, 2014  
**TO:** Darla Blake, CAO  
**CC:** Chair Reg Moody and Board of Directors  
**FROM:** Donna Mikkelson, CFO  
**SUBJECT:** 2013 Strategic Community Investment Funds Report

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### RECOMMENDATION:

**THAT the 2013 Strategic Community Investment Funds Report be received and that it be released to the public prior to June 30<sup>th</sup>.**

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This report is issued pursuant to the Strategic Community Funds Agreement between the Province of British Columbia and the Central Coast Regional District dated March 8, 2012. Specifically:

2. ACCOUNTABILITY AND REPORTING TO RESIDENTS
  - (a) Local governments receiving Funds will develop a plan that sets out the intended uses and performance targets for the Funds received from the Province.
  - (b) By June 30<sup>th</sup> and in each following year, the Local Government will report publicly on the plan under section 2(a), and progress made toward achieving performance targets for the Funds in accordance with those plans.





Intended Use	Performance Targets	Resources Applies/Status
<p>Publish and distribute periodic and annual reports of our strategic plan progress and accomplishments</p>	<p>Develop a communications program to target specific audiences (newsletter, website)</p>	<p>A strategy planning session was held in December. Commenced development of a Communications and Engagement Plan with the assistance of Northern Development Initiative Trust (NDI).</p> <p>Monthly status reports of strategic priorities progress presented to board of directors and the public.</p> <p>Use of <a href="http://www.ccrd-bc.ca">www.ccrd-bc.ca</a> significantly enhanced for publishing of news items, current events and postings. Updated most website pages and implemented the monthly posting of agenda with links to supporting documents</p>
<p>Enhance organizational governance capabilities</p>	<p>Assess and prescribe ongoing educational programming</p> <p>Allocate funding</p> <p>Pursue educational programming</p>	<p>Continued CAO evaluation process with the assistance of a consultant.</p> <p>Completed</p> <p>Programming completed in the areas of strategic planning, and Communication &amp; Engagement Planning.</p> <p>Organizational capabilities enhanced with CAO and public works recruitment.</p>

Intended Use	Performance Targets	Resources Applied/Status
<p>Address outstanding policy matters as identified in the situation analysis</p>	<p>Develop a scheduled policy/bylaw development delivery program</p> <p>Draft policies/bylaws for adoption pursuant to the program</p> <p>Adopt policies/bylaws</p> <p>Implement policies/bylaws accordingly</p>	<p>Completed a three year rotating cycle of all regional district policies.</p> <p>26 policies were reviewed, amended, adopted or rescinded. Seven bylaws were reviewed, amended or adopted.</p> <p>Significant policies included Ethical Standards of Conduct and Respectful Workplace policies; updated the Procedure bylaw and developed the Information Technology component of a Disaster Recovery Plan.</p>

Respectfully Submitted,



Donna Mikkelson, CFO