

**Report on Strategic Planning Session  
Winnipeg Committee For Safety  
September 17, 2005**

**Overview**

On September 17, 2005 approximately 16 people met in a strategic planning session to determine the direction for the Winnipeg Committee For Safety in the coming year. Those in attendance included voting committee members, administrative and partner representatives, the committee staffperson, and the committee chairperson. The session was facilitated by Dungannon Consulting Services.

Prior to the planning session, an agenda and a short backgrounder were circulated, reviewing activities of the committee over the past several years. The session started with a general discussion of the backgrounder and the overall role of the committee. Emerging from that discussion were two main themes - firstly, that the committee was generally satisfied with its accomplishments in resource development, public awareness, and community engagement. Secondly, the committee felt that it was underperforming in the advisory function outlined in the committee's terms of reference.

The goals for the day then became apparent. They were:

- (a) Refine the Role of the Committee
- (b) Define the Role of Committee Members
- (c) Reconfigure the subcommittee structure
- (d) Define tasks and goals for the coming year.

Comments on each of these areas follows below.

**A. Refining the Role of the Committee**

The general discussion indicated that the committee members wanted to maintain successful initiatives in education, awareness and resource development, but that some resources had to be shifted into fulfilling the advisory function of the committee.

Frank discussion was held on where the committee's advisory function stopped, and the policy-making role of Council and EPC began. This led to agreement that the committee had to be able to react to requests from Council, EPC or Administration, but should also evaluate and make recommendations on policy ideas flowing from the community. The overall role of the committee was characterized as *"to explore and articulate an integrated and comprehensive approach to safety"*.

Two important opportunities to address safety issues in a systemic way are the pending renewal of Plan Winnipeg, and a Zoning Review which is just entering early stages.

The role for the committee was then summarized according to spheres of activity, streams of activity, and avenues of information flow. (see below)

## Paradigm for Renewal of Winnipeg Committee For Safety

-----Guiding Framework for Safety-based Analysis-----			
<i>Sphere of Activity</i>	Advisory Activities	Education & Awareness	Systems & Accountability
<i>Streams of Activity</i>	- solicited advice to the City of Winnipeg corporation - proactive research and development on safety - conduit for community ideas on safety policy	-neighbourhoods - youth -emerging issues	-internal processes -linkage with Council -Linkage with partners
<i>Avenues of Information Flow</i>	-referrals from admin - referrals from Council - community forums - briefing or discussion papers	- presentations / displays - workshops & events - resource material	- formal minutes - internal meeting notes - reports - delegations to EPC

Adoption of this paradigm should create an opportunity for the committee to articulate the “value-added” that it aims to provide to elected officials and administration.

### **B. Role of Committee Members**

A brief discussion was held on the role of committee members, recognizing that some committee members are formally appointed, while others attend with “voice but no vote”. It was generally agreed that the role of all committee members is:

- attend regularly
- participate in subcommittees/working groups and their tasks
- provided information to/from your organization or constituency
- inform and monitor regarding protocols for communicating with partners

It was also generally agreed that the committee needed to more clearly articulate who were voting members, and the length of their terms.

### **C. Reconfigure subcommittee Structure**

The group decided to overhaul the subcommittee structure by abolishing the old subcommittees and striking three new ones, corresponding to the spheres of activity outlined above. Members volunteered to sit on the various subcommittees, and it was agreed that each subcommittee could designate its own chairperson, and whether to invite other community members to assist with subcommittee tasks. Subcommittee memberships are outlined on the following page. Members marked by an asterisk are responsible for convening the next subcommittee meeting.

Advisory  
Activities

Education &  
Awareness

Systems &  
Accountability

Pauline\*  
Dina  
Angie  
Dan  
Carolyn

Mike W.  
Jack  
Shauna\*  
Dan  
Peter

Sharon\*  
Greg  
Pat  
Mike P.

#### **D. Tasks for Coming Year**

Each subcommittee outlined a number of key tasks for 2006, that will help it to implement the new paradigm. These are:

##### Advisory Activities Subcommittee

1. Create a broader working group to support the proactive advisory activities.
2. Outline purpose of working group and the value added it creates.
3. Pull together existing safety data
4. Create analytical framework to identify where integrated responses are needed.
5. Communicate the use and value of integrated approaches to stakeholders.
6. Determine and explore leverage or partnering opportunities.

##### Education & Awareness Subcommittee

1. Maintain youth website, improve marketing and linking.
2. Continue with forum, expand/re-focus to a city-wide orientation
3. Conduct Youth Forum to give and receive information
4. Continue with displays and presentations, replace existing tabletop display with a more professional design.
5. Recruit for (and form) a Youth Subcommittee, meeting at suitable times.
6. Continue networking and supporting neighbourhoods (probably at a reduced level, subject to demands on Coordinator's time).
7. Maintain and update general website, Who Do I Call, Resource Cards, and Tool Kit.

##### Systems & Accountability Subcommittee

1. Restructure agenda format to reflect new priorities.
2. Contract staff to record internal meeting notes
3. Create format for issue-based reports to EPC with WCFS recommendations.
4. Ensure analytical framework developed by advisory subcommittee is documented, and used to filter/prioritize community issues concerns.
5. Explore means for CRC input from all areas of the city and engage in ongoing liaison function
6. Develop orientation package/process for new members.
7. Ensure input from all meeting attendees is reflected in meeting notes (see #2)
8. Develop protocol for briefing mayor's political advisor on critical safety issues.