**Agenda – Executive Policy Committee – January 12, 2010**

## REPORTS

**Item No. 1 Access Advisory Committee – 2011 Annual Action Plan and Budget**

COMMITTEE RECOMMENDATION:

On December 7, 2010, the Access Advisory Committee approved its 2011 Action Plan and Budget and submitted the matter to Executive Policy Committee for information.

| ACCESS ADVISORY COMMITTEE<br>2011 BUDGET | | | | | |
|---|---|---|---|---|---|
| **Operating** | **Spending Item** | **Reason for Spending** | **2010 Budget** | **2010 Actual** | **Proposed 2011** |
| **Meeting Costs** | Parking | AAC Meetings | 200 | 58.09 | 100 |
| | Transportation | AAC Meetings | 200 | 169.13 | 250 |
| | Vol. Recog | AAC meetings | 1500 | 1304.95 | 1500 |
| | | Sign Interpretation | 750 | | 0 |
| | Subcom. Mtgs | | 750 | 1628.29 | 2000 |
| | Strategic Pln | | 0 | 1200.00 | 0 |
| | Outreach | Community Consult | | 1024.89 | 0 |
| | | Powerpoint Presentation | 0 | | 0 |
| | | Project Partnerships | 2000 | 324.35 | 1000 |
| | | Display Booths | 1500 | | 500 |
| | | Video | 0 | | 0 |
| | **Subtotal** | | **6900** | **5709.70** | **5350** |
| | | | | | |
| **Admin Supplies** | Office Supplies | | 750 | | 300 |
| | Office Equip. | | 1000 | | 500 |
| | Telephone | | 1400 | 1292.10 | 1400 |
| | Cell Phone | | 0 | | 0 |
| | Blackberry | | 1000 | 791.94 | 1000 |
| | Postage | | 400 | | 200 |
| | Printing | | 400 | | 200 |
| | **Subtotal** | | **4950** | **2084.04** | **3600** |

| ACCESS ADVISORY COMMITTEE<br>2011 BUDGET | | | | | |
|---|---|---|---|---|---|
| **Operating** | **Spending Item** | **Reason for Spending** | **2010 Budget** | **2010 Actual** | **Proposed 2011** |
| | | | | | |
| **Communications** | Annual Report | Writer 2010 Report | 0 | 1400.00 | 1500 |
| | | | 0 | | |
| | | French Translation | 750 | 524.25 | 600 |
| | | Layout | 800 | 500.00 | 500 |
| | | Print & Distribution | 1000 | 798.75 | 1000 |
| | Accessibility Awards | Printing and Advertising | 1200 | 1030.20 | 1200 |
| | | Awards | 2500 | 2627.79 | 2800 |
| | | Speaker | 2500 | 2554.20 | 2500 |
| | | Luncheon | 1500 | 1118.69 | 1300 |
| | | Monitors | 1000 | 0.00 | 0 |
| | | Site Visit exp. | 500 | 165.59 | 500 |
| | | Photographer | 200 | 214.00 | 250 |
| | | MAA & U of M sponsorship | 0 | -2000.00 | 0 |
| | | Rental Vehicle | 0 | 40.10 | 0 |
| | | Hotel | 0 | 707.62 | 400 |
| | Website | Maintenance | 500 | 35.00 | 50 |
| | | Upgrade Proposed | 500 | 2000.00 | 5000 |
| | Internal | Audit Charge | 250 | 300.00 | 300 |
| | **Subtotal** | | **13200** | **12016.19** | **17900** |
| | | | | | |

| ACCESS ADVISORY COMMITTEE<br>2011 BUDGET | | | | | |
|---|---|---|---|---|---|
| **Operating** | **Spending Item** | **Reason for Spending** | **2010 Budget** | **2010 Actual** | **Proposed 2011** |
| **Administrative Support** | Salary | | 40000 | 39999.70 | 40000 |
| | | Coord. Misc. | 0 | 0.00 | 0 |
| | **subtotal** | | **40000** | **39999.70** | **40000** |
| | | | | | |
| **Special Projects** | Professional Development | | 500 | | 500 |
| | | Awareness Workshops | 1200 | 374.00 | 850 |
| | Miscellaneous | | 1000 | 181.87 | 300 |
| | | Mini Tool Kit | 1250 | 31.73 | 500 |
| | | | | | |
| | **Subtotal** | | **3950** | **587.60** | **2150** |
| | | | | | |
| **Total Budget** | | | **69000** | **60397.23** | **69000** |
| | | | | | |
| **Surplus / Deficit** | | | | **8602.77** | **0** |

Estimated to Year end

| ACCESS ADVISORY COMMITTEE<br>2011-2012 ACTION PLAN | | |
|---|---|---|
| **Action Plan** | **Description** | **Target Completion** |
| 1. Educational Workshops and Awareness Opportunities | 1. The AAC will support the development and delivery of an awareness and Educational workshop and encourage incorporation into the mandatory course streams for:<br>a) All City of Winnipeg Departments and Committees<br>b) Mayors Committees<br>c) Professionals in the field (Architects, Designers, Engineers, students and Educational Staff. | Education and Communication Sub Committee:<br>**On Going** |
| 2. Partnership Building With the Province of Manitoba | 2. The AAC will meet with the relevant Provincial Ministers to foster commitment for joint City/Province Activities and projects, with specific reference to supporting new and sustainable Legislation on Accessibility. | Chair and Coordinator:<br>**On Going** |
| 3. Review of the Accessibility Design Standards | 3. The AAC will continue the review of the Accessibility Design Standards along with all the City of Winnipeg Departments and amend as necessary for more functional standards. | Policy Sub-Committee:<br>**On Going** |

| ACCESS ADVISORY COMMITTEE<br>2011-2012 ACTION PLAN | | |
|---|---|---|
| **Action Plan** | **Description** | **Target Completion** |
| 4. Input on City of Winnipeg major projects | 4. The AAC will provide ongoing input on most major City of Winnipeg projects to ensure that the Accessibility Design Standards are being implemented by:<br>a) Increasing committee involvement in the decision making process<br>b) Emphasizing the Universal Design Policy and providing a wide scope of resources which represent a diverse cross disability community<br>c) Encouraging more funding for renovations and retrofits through the Accessibility Grant Program. | Whole Committee, Policy Committee and Coordinator:<br>**On Going** |
| 5. Website Upgrades | a) The AAC's website will be updated to be more vibrant, interactive, and fully accessible.<br>b) The AAC will also provide much needed feedback to the City of Winnipeg to ensure their website is fully accessible and inclusive. | Education and Communication Sub-Committee:<br>**September 2011** |

| ACCESS ADVISORY COMMITTEE<br>2011-2012 ACTION PLAN | | |
|---|---|---|
| **Action Plan** | **Description** | **Target Completion** |
| 6. Partnership Development | a. The AAC will expand its partnerships with a more connected role with all stakeholder groups and agencies in the City, through cooperation and sharing of information such as minutes and educational and awareness opportunities.<br>b. Develop alliances with the staff and students of our Universities, Colleges, professional architectural firms, landscaping designers, and interior designers to create a synergy of universal design.<br>c. We will play a more active roll with the City of Winnipeg Synergies Committee to better understand how we can compliment each other. | Whole Committee and Coordinator:<br>**On Going** |
| 7. Accessibility Awards Recognition | 7. The AAC will:<br>a. Celebrate, through its annual awards, local businesses, government departments, disability agencies, architects, landscape designers, and interior designers who have embraced the principals of Universal Design in their plans<br>b. Encourage the involvement of new and young professionals on the awards sub-committee to ensure the message is heard. | Access Awards Sub-Committee<br>**November 2011** |
| 8. On going Office and Resource | 8. The AAC will provide an ongoing office to field inquiries and requests and serve as an ongoing resource to the community. | Coordinator:<br>**December 2011** |

| ACCESS ADVISORY COMMITTEE<br>2011-2012 ACTION PLAN | | |
|---|---|---|
| **Action Plan** | **Description** | **Target Completion** |
| 9. Update and Develop Conference and Workshop Exhibits | 9 The AAC will update and develop a complete information based exhibit for display at trade shows, workshops, and conferences outlining the role of the committee and the importance and value of Universal Design. | Education and Communication Sub-Committee:<br>**On Going** |
| 10. Community Consultation and Strategic Planning | 10. The AAC will meet to discuss all the relevant points raised at the Community Consultation held in September 2010, and arrange further discussion with management of relevant City of Winnipeg departments for resolution.<br>The AAC will promote our strategic plans to all of our partners and stakeholder groups in the community | Whole Committee and Coordinator:<br>**November 2011** |
| 11. City of Winnipeg “Our Winnipeg” Action Plan and Accessibility | 11. The AAC will work within the “Our Winnipeg” key directives to ensure accessibility is sustainable and prevalent in our projects and programs. | Policy Committee and Coordinator:<br>**On Going** |