Minutes – Executive Policy Committee – January 12, 2010

REPORTS

Minute No. 76 Access Advisory Committee – 2011 Annual Action Plan and Budget

EXECUTIVE POLICY COMMITTEE DECISION:

The Executive Policy Committee received as information the Access Advisory Committee 2011 Action Plan and Budget.

DECISION MAKING HISTORY:

Moved by Deputy Mayor Swandel,
That the Access Advisory Committee 2011 Action Plan and Budget be received as information.

Carried

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 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 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 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 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: a) All City of Winnipeg Departments and Committees b) Mayors Committees c) Professionals in the field (Architects, Designers, Engineers, students and Educational Staff.	Education and Communication Sub Committee: **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: **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: **On Going**

ACCESS ADVISORY COMMITTEE 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: a) Increasing committee involvement in the decision making process b) Emphasizing the Universal Design Policy and providing a wide scope of resources which represent a diverse cross disability community c) Encouraging more funding for renovations and retrofits through the Accessibility Grant Program.	Whole Committee, Policy Committee and Coordinator: **On Going**
5. Website Upgrades	a) The AAC's website will be updated to be more vibrant, interactive, and fully accessible. 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: **September 2011**

ACCESS ADVISORY COMMITTEE 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. 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. 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: **On Going**
7. Accessibility Awards Recognition	7. The AAC will: 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 b. Encourage the involvement of new and young professionals on the awards sub-committee to ensure the message is heard.	Access Awards Sub-Committee **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: **December 2011**

ACCESS ADVISORY COMMITTEE 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: **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. The AAC will promote our strategic plans to all of our partners and stakeholder groups in the community	Whole Committee and Coordinator: **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: **On Going**