Minutes – Executive Policy Committee – February 2, 2011

REPORTS

Minute No. 127 Citizen Equity Committee – 2011 Work Plan and Budget

EXECUTIVE POLICY COMMITTEE DECISION:

The Executive Policy Committee received as information the Citizen Equity Committee 2011 Work Plan and Budget.

DECISION MAKING HISTORY:

Moved by Councillor Havixbeck,

That the Citizen Equity Committee 2011 Work Plan and Budget be received as information.

Carried

COMMITTEE RECOMMENDATION:

On January 10, 2011, the Citizen Equity Committee approved its 2011 Work Plan and Budget with the following amendments, namely:

- that the timeline for the Gala Night in Item 1 (CEC Gala & Dinner) be changed from April to May;

- that the timeline for the Evaluation, Accounting and Reporting in Item 1 (CEC Gala & Dinner) be changed from May to June;

- that a new entry be added to Item 3 (Coalition of Municipalities Against Racism & Discrimination (CMARD) identifying a February timeline to provide Committee members with an abridged version of the "A Winnipeg Without Racism" CMARD Action Plan for their review and approval;

- that the timeline for Producing & Distributing an abridged version of the "A Winnipeg Without Racism" CMARD Action Plan in Item 3 (Coalition of Municipalities Against Racism & Discrimination (CMARD)) be changed from February to March;

- that the timeline for Launching the "A Winnipeg Without Racism" CMARD Action Plan in Item 3 (Coalition of Municipalities Against Racism & Discrimination (CMARD)) be changed from March to April;

- that the timeline for preparing and organizing the annual youth awards event in Item 6 (Youth Role Model Awards) be changed from February to May;

- that a February/March timeline be added to the development of a new CEC Strategic Plan in Item 7 (CEC Operational Support),

and submitted the matter to the Executive Policy Committee for information.

2011 CEC WORK PLAN & BUDGET

Approved by Citizen Equity Committee on January 10, 2011

Item	Budget line	Objective(s)	Timeline(s)	Activities	Budget
1	CEC Gala & Dinner	Fundraising in Support of Community Projects	January	Gala Sub-Com meets to plan event	**($3,000)**
			February	Up-date Gala invitation database Identify Venue Identify performers Finalize invitation list Prepare donors list	
			March	Print and & distribute posters, invitation letters & tickets Finalize food and logistical issues Finalize list of performers Follow up on invitations and donors	
			May	GALA NIGHT	
			June	Evaluation, accounting & reporting	

Item	Budget line	Objective(s)	Timelines	Activities	$ Budget
2	Communication & Marketing	Maximize diversity education and information dissemination Promotion of cultural diversity	Jan - Dec	2 Publications of the DiverCity Newsletter CEC Brochure Restructuring CEC website **Sub-Total**	1,000 **1,000**
Item	Budget line	Objective(s)	Timeline	Activities	Budget
3	Coalition of Municipalities Against Racism & Discrimination (CMARD)	Working to eliminate racism and all forms of discrimination, including hate crimes in Winnipeg	February March	Provide Committee members with an abridged version of the "A Winnipeg Without Racism" CMARD Action Plan for review and approval Producing & Distributing an abridged version of the "A Winnipeg Without Racism" CMARD Action Plan	 1,500

3 (cont'd)			April	Launch the "A Winnipeg Without Racism" CMARD Action Plan	2,000
			April - December	Implementation of Public Education and Awareness activities	4,000
				Sub-Total	**8,000**
Item	Budget line	Objective(s)	Timeline	Activities	Budget
4	CAO Diversity Report Card	Increased diversity representation in the City's workforce	January	Presentation and analysis of CAO Annual Report Card	Nil
			Feb – Dec	Monthly presentation by City Equity & Diversity Branch	Nil
				Dissemination of information on CAO Report Card	Nil
				Organize familiarization visits to different City Departments	Nil

Item	Budget line	Objective(s)	Timeline	Activities	Budget
5	Community Connections	Participating, supporting, sponsoring and liaising with ethnic communities to promote cultural diversity and equity	Jan – Dec Dec	Receiving invitations, attending and sponsoring community cultural events. Organize Community Wine & Cheese Reception **Sub-Total**	4,000 2,300 **6,300**
Item	Budget line	Objective(s)	Timeline	Activities	Budget
6	Youth Role Model Awards	Recognition of positive contributions by the youth to community and cultural diversity	May	Prepare and organize annual youth awards event. Sponsor 2 Youth cultural events **Sub-Total**	5,000 **5,000**

Item	Budget line	Objective(s)	Timeline	Activities	Budget
7	CEC Operational Support	Coordinating all CEC and CMARD activities	Jan – Dec	Up-dating diversity data and information	Nil
				Organizing monthly CEC & CMARD meetings	2,500
				Providing supporting to CEC sub-committees	Nil
				Disseminating information	Nil
				Executing special projects & events	Nil
				Providing administrative support to all CEC operations	Nil
				Implementing Racism Free Winnipeg Action Plan	
			February / March	Develop new CEC Strategic Plan	2,000
				Sub-Total	**4,500**

Item	Budget line	Objective(s)	Timeline	Activities	Budget
8	CEC Office	CEC administrative support	Jan – Dec	Supplies	400
				Parking	1,200
				Telephone	1,800
				Website management	500
				Postage	300
	CEC Coordinator's Remuneration				40,000
				Sub-Total	**44,200**

2011 CEC BUDGET SUMMARY

Approved by Citizen Equity Committee on January 10, 2011

Item	Program/Project	Budget
1	Gala & Dinner Event	($ 3,000)*
2	Communication & Marketing	$ 1,000
3	CMARD	$ 8,000
4	Community Connections	$ 6,300
5	Youth Role Model Awards	$ 5,000
6	CEC Operational Support	$ 4,500
7	CEC Office & Coordinator's Remuneration	$ 44,200

* Refundable