Minutes – Executive Policy Committee – October 17, 2012

Minute No. 424
Report – Standing Policy Committee on Property and Development – October 9, 2012

Item No. 9 Corydon Osborne Neighbourhood Plan
(Fort Rouge-East Fort Garry Ward)

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Property and Development and submits the following to Council:

1. That the strategy outlined in the report be endorsed and that the Public Service proceed to engage the services of a consultant to implement the strategy.

2. That the transfer of up to $100,000 from the Planning, Property and Development Department's Non-Specified Capital Account to the Department's 2012 Operating Budget be approved to support the Corydon-Osborne Neighbourhood Plan.

3. That the Proper Officers of the City of Winnipeg be directed to do all things necessary to implement the intent of the foregoing.

Minutes – Executive Policy Committee – October 17, 2012

Report – Standing Policy Committee on Property and Development – October 9, 2012

DECISION MAKING HISTORY:

Moved by Councillor Browaty,

That the recommendation of the Standing Policy Committee on Property and Development be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On October 9, 2012, the Standing Policy Committee on Property and Development concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: **Corydon Osborne Neighbourhood Plan**

Critical Path: **Standing Policy Committee on Property and Development – Executive Policy Committee – City Council**

AUTHORIZATION

Author	Department Head	CFO	CAO
P Regan	B Thorgrimson	M Ruta	D Joshi COO

RECOMMENDATIONS

1. That the proposed strategy be endorsed and that the Public Service proceed to engage the services of a consultant to implement the strategy.
2. That Council approve the transfer of up to $100,000 from the Planning, Property and Development Department's Non-Specified Capital Account to the Department's 2012 Operating Budget to support the project.
3. That the proper officers of the City of Winnipeg be directed to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

On July 11, 2012 the Executive Policy Committee directed the Winnipeg Public Service to:

1. Engage the services of an independent party to work with it and build upon the work from the secondary plan that has already been started for the Corydon/Osborne neighborhood, while ensuring all stakeholders have a voice in the process.
2. Review the membership of the Corydon/Osborne Community Planning Advisory Committee (CPAC) to ensure there is fair and appropriate representation of all stakeholders in the community including residents, business, and residential developers.
3. Report back to the Standing Policy Committee on Property and Development within 60 days with an updated strategy for the delivery of the secondary plan for the Corydon/Osborne Community with an end goal of having a completed plan by the end of the year.

IMPLICATIONS OF THE RECOMMENDATIONS

General implications – Implementation of the attached strategy will ensure that the process to prepare a local area plan for the Corydon Osborne area is balanced, fair and includes an appropriate level of public and stakeholder consultation, and achieves the goals and intent of OurWinnipeg and Complete Communities as viewed through the lens of an independent third party.

Regulatory implications – There are no direct regulatory implications of this report which presents a proposed strategy and recommends hiring a consultant. The adoption of a local area plan for the

Corydon Osborne area will provide an increased level of predictability and transparency and outline the City's and community's expectations for future development in the area.

Financial implications – Up to $100,000 would be transferred from the Planning, Property and Development Department's Non-Specified Capital Account to the Department's 2012 Operating Budget to fund the project.

HISTORY

In February 2011, the City initiated a process to prepare a neighbourhood plan for the Corydon Community Mixed Use Corridor, Osborne Station and the surrounding neighbourhood as identified in the *Complete Communities Direction Strategy* and the *Transit Oriented Development Handbook*. The goals of the project are to implement *Complete Communities* concepts at the neighbourhood level by promoting context sensitive mixed use development, managing change in the area around the rapid transit station, promoting concepts of sustainable development and identifying appropriate infrastructure upgrades to facilitate growth.

A consultant was contracted March 2011 to lead the stakeholder and public engagement program and provide urban design advisory services. The public consultation process kicked off with a set of 2 design workshops, followed by a public open house to present the results. A second set of open houses was held in February 2012 to review the draft urban design directions which would form the backbone for the Plan. Real Estate and Parking studies were conducted for the Plan area over the past year.

The City assembled a Community Planning Advisory Committee to participate in the planning process from volunteers who expressed an interest at the design workshops. The CPAC consists of a balance of local residents and members from the business community, institutions and community organizations. CPAC brings local knowledge to the process and advises the City on community expectations.

During the CPAC and stakeholder consultation process, it became apparent that there was a gap in expectations regarding community consultation and representation, the role of the Plan, project timing and alignment with *OurWinnipeg* and *Complete Communities*. EPC has requested a strategy to complete the planning process and deliver a neighbourhood plan with the intent being to: give all stakeholders a voice in the process, have a functional CPAC that is able to provide high quality advice and recommendations, have a Plan that aligns with *OurWinnipeg* and *Complete Communities* and can proceed smoothly through the approval process.

The proposed strategy involves the issuance of a Request for Proposals (RFP) to hire an independent, third party consultant. The consultant would be responsible for:

- undertaking a review of the planning and public engagement processes, the CPAC model and operations to date
- preparing an evaluation report and recommendations for the next phase of the project
- working collaboratively with the Public Service to prepare the Plan and deliver the remainder of the public engagement program

A Summary of the Proposed Consultant Scope of Work is attached in Appendix A to this report.

Further, it is recommended that the consulting team meet a minimum set qualifications and competencies to perform the work (See Summary of Proposed Consultant Qualifications and Competencies in Appendix B).

An RFP for consulting services can be issued as quickly as possible following Committee endorsement of the proposed strategy. Processing of the RFP will follow the common Materials Management process.

Funds to support the project must be in place before an RFP can be issued by the Public Service. In order to secure sufficient funds, it is requested that funds be transferred from the Capital Budget to the department's Operating Budget. This transfer requires Council approval.

FINANCIAL IMPACT

Financial Impact Statement **Date:** October 4, 2012

Project Name: **First Year of Program** **2012**

Corydon Osborne Neighbourhood Plan

	2012	2013	2014	2015	2016
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 100,000	$ -	$ -	$ -	$ -
Less: Incremental Revenue/Recovery	100,000	-	-	-	-
Net Cost/(Benefit)	$ -	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts	-	-	-	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: $100,000 of direct costs represent an estimate of costs in 2012 to engage the services of a consultant to implement the strategy. The recovery represents a transfer from Planning, Property & Development's non-specified capital account which will be used to fund the project.

"Original signed by"
Mike McGinn, CA
Manager of Finance

CONSULTATION

In preparing this report there was consultation with:

None

SUBMITTED BY

Department:	Planning Property and Development Department
Division:	Urban Planning Division
Prepared by:	Valdene Buckley, MCIP
Date:	October 4, 2012
File No.	O:\Reports Directive\Planning and Land Use\Long Range Planning\Corydon Osborne Plan RIS Report October 2012.doc

Attachments:
Appendix A: Summary of Proposed Consultant Scope of Work
Appendix B: Summary of Consultant Qualifications and Competencies

UD2012-066

APPENDIX A
Corydon Osborne Neighbourhood Plan
Consultant Scope of Work

The scope of work involves a review and evaluation of the planning and public engagement program to date and to provide recommendations along with a strategy in order to ensure there is fair and appropriate representation of all stakeholders in the community including residents, business, and residential developers. The consulting team will undertake a review and evaluation of the Corydon Osborne Advisory Committee model, the community planning process, to date, with the goal of restoring confidence and re-establishing open and respectful two-way communications channels. The Consulting Team should work collaboratively with the public service, neighbourhood residents, neighbourhood businesses and local development industry in order to prepare a plan that is inclusive of a public engagement program lead by the Consultant.

1. Undertake a review and evaluation of the planning process to date

    - Review the public engagement and stakeholder consultation program and evaluate the Advisory Committee model and its operations to date and make recommendations to ensure it includes a fair and balanced representation from across the community (ie apartment, duplex, and rooming house tenants, single family and condo homeowners, landowners, and business owners).

    - Conduct an independent review of work completed to date, including all written documentation in order to ensure alignment with *OurWinnipeg* and the *Complete Communities Direction Strategy*.

    - Summarize findings of the process evaluation. Identify any strengths, weaknesses and gaps in the planning process and draft report or components thereof. Suggest improvements for future consideration in similar mid-level planning projects – what are the lessons learned?

    - Recommend methodology to complete preparation of Framework and the Plan and share it with stakeholders in order to ensure future discussions focus on a process to resolve all identified issues, concerns and content gaps to ultimately gain the majority agreement of the Advisory Committee.

    - Provide an assessment of the draft Plan document relative to its alignment with City policies, project objectives and stakeholder input.

2. Develop a Strategy that is inclusive of all stakeholders in the community

    - Identify innovative approaches/techniques that can be applied for public engagement and neighbourhood development inclusive of a vision for the area.

    - Utilize Best Practices/Case Studies from other cities and recommend what has worked in other cities for projects of a similar scale and neighbourhood context.

    - Develop and lead a proposed program for public and stakeholder engagement leading to completion of the Plan incorporating opportunities for city-wide input into the planning and stakeholder engagement process.

    - Provide recommendations on review of the Advisory Committee membership and composition to ensure there is fair and appropriate representation of all stakeholders in the

community including residents, businesses, residential developers, and others (i.e. Tourism Winnipeg)..

- Provide recommendations on the appropriate planning framework to define and achieve the vision for the neighbourhood which is aligned with City policies, project objectives and stakeholder input.

3. Work collaboratively with the Public Service to deliver the Plan and engagement program

    - Act as Chair and/or facilitator for Advisory Committee meetings to review the draft Plan and to seek concurrence in the delivery of all objectives in order to have a plan that it is ready to be presented at a public hearing.

    - Determine best methods/format to receive Advisory Committee input on the draft Plan.

    - Work collaboratively with the Public Service to deliver a public and stakeholder engagement program, ensuring a balance of input across various stakeholder groups.

    - Work with the Project Team to deliver a draft Plan that aligns with *OurWinnipeg* and *Complete Communities* concepts and strategies.

    - Provide direction on strategies for plan implementation and recommend any implementation tools for innovative approaches to support economic development in the area, public realm improvements, urban design guidelines and any possible by-law changes to support the plan (i.e. zoning map changes, text amendments, new zoning districts, new design and development standards, form based zoning approaches, Planning Development Overlays, etc).

APPENDIX B
Corydon Osborne Neighbourhood Plan
Consultant Qualifications

The qualifications of key Consulting Team assigned to the project for projects of comparable size and complexity, including educational background and degrees, professional recognition, job title, years of experience in current position and years of experience with existing employer will be considered in the selection process.

1. Demonstrated success working with multiple stakeholder groups and Advisory Committees. Proven experience in stakeholder engagement along with the design and delivery of community engagement models.

2. Demonstrated experience in conflict resolution and the ability to reach agreement and generate results by facilitating groups with diverse opinions and perspectives.

3. A proven track record of developing and leading change initiatives. This includes demonstrated experience in change management and change communications.

4. Qualified professional planner and Member, Canadian Institute of Planners (CIP) or American Institute of Certified Planners (AICP) with knowledge of the planning framework, function of neighbourhood plans and the planning approval process.

5. Demonstrated experience in design and delivery of recognized models of public engagement. Experience in facilitating groups with diverse opinions and perspectives in order to build engagement and consensus towards a solution.

6. Demonstrated experience in planning, urban design and Transit Oriented Development concepts, principles, tools and techniques.

7. Demonstrated experience in economic and land development

8. Demonstrated experience in the practice of planning including expert knowledge of the planning framework, function of neighbourhood plans and the planning approval process.

9. Demonstrated experience with design and delivery of stakeholder and public consultation programs focused on urban design and placemaking at a neighbourhood scale.

10. Demonstrated experience working in a variety of urban municipalities.

11. Competencies:
    - Conflict Management
    - Strong Interpersonal Skills
    - Strong Political Understanding
    - Negotiating
    - Problem Solving