Winnipeg Food Council

2019 Work Plan and Budget Summary

2019 Work Plan

Directives: From Terms of Reference and Winnipeg Food Council Strategy Sessions
Strategic Direction 1: Attain resources for Coordinator support.
Strategic Direction 2: Ensure the current City of Winnipeg bylaws and programs are being used to their full advantage for food equity, and the city prioritizes food in its' planning initiatives.

Directive	Activities	Target Delivery	Details
Strategic Planning			
Guide and Plan for Food Council Work	Develop Strategic Directions	June 21, 2019	- Establish a small group planning team - Meetings with small group planning team and Strategic Coach to develop process and meeting agendas - Facilitated meetings with Winnipeg Food Council and Strategic Coach
Guide and Plan for Food Council Work	Establish Mission & Vision	June 21, 2019	- Meetings with small group planning team and Strategic Coach to develop meeting agendas - Facilitated meetings with Winnipeg Food Council and Strategic Coach
Directive	**Activities**	**Target Delivery**	**Details**
Strategic Direction 1			
Financial sustainability & committee longevity	Hire a Coordinator	July, 2019	- Create a hiring guideline with Strategic Coach - Create coordinator job description

September, 2019

Financial sustainability & committee longevity	Explore continued funding for the coordinator position through the city	Ongoing	- Explore funding through City Council budget process
Financial sustainability & committee longevity	Look for funding opportunities to support the strategic directions of the Winnipeg Food Council.	Ongoing	- Attend Winnipeg Foundation Information Session - Research Federal National Food Policy funding options - Research McConnell Foundation funding options - Explore collaborations with researchers and graduate students - Explore collaboration with Food Systems Research Group at University of Manitoba
Directive	**Activities**	**Target Delivery**	**Details**
Strategic Direction 2			
Initiate City of Winnipeg Food Strategy development TOR 3. (3)	Develop a toolkit for conducting a municipal food assessment	November 29, 2019	- Research food assessments in other municipalities - Develop a toolkit for conducting Food by Ward assessments - Mapping of some baseline data - Find existing data - Full assessment to take place beginning in 2020
Initiate City of Winnipeg Food Strategy development TOR 3. (3)	Create a framework for reviewing municipal food related policies and programs	November 29, 2019	- Research food policy scans conducted in other municipalities - Develop a framework for conducting a food policy scan - Scan to be undertaken in conjunction with public service in 2020
Enhance Public Health TOR 3. (2)	Scan of Winnipeg Community Centres to determine what food and beverages are being sold	Ongoing; Summer 2020	- Partner with other groups (WRHA, public service, etc.) to conduct scan

Directive	Activities	Target Delivery	Details
Communications			
Advise Mayor and Council TOR 3. (1)	Raise awareness of events and activities to Mayor and Council	Ongoing	- Forward appropriate information to Executive Policy Committee
Support work of Community TOR 3. (2)	Explore community engagement activities, private/public partnerships for community initiatives, and how to support community-led initiatives	Ongoing	- Host community presentations at Winnipeg Food Council meetings - Encourage community participation on Subcommittees - Increase awareness of Winnipeg Food Council through communications strategy and outreach
Encourage multi-sector approaches, foster coordination and networking TOR 3. (2)	Connect with other networks, organizations, and councils with common priorities	Ongoing	- Maintain connections with Canadian Municipal Food Policy Network - Maintain connections with North American Food Policy Network - Maintain and build additional relationships with municipal Food Policy Council members, and Food Strategy administrators across Canada
Encourage multi-sector approaches, foster coordination and networking TOR 3. (2)	Collaborate with other levels of Government	Ongoing	- Explore filling Province of Manitoba seat on Winnipeg Food Council
Support Ongoing Consultation TOR 3. (2)	Participate in Community Consultation Processes	Ongoing	- Both City-led and other

Promote City of Winnipeg Agricultural and Food Strategy TOR 3 (3); Support work of community TOR 3. (2)	Develop Communications strategy and materials	November 29, 2019	- Explore ways to support and enhance Winnipeg's reputation as a city that has great food and a great food system - Complete materials related to Winnipeg Food Strategy, including web page on city website, social media accounts/presence if applicable, and limited strategic networking - Communications plan regarding vision/mission and strategic directions
Advise Mayor and Council TOR 3. (1)	Keep informed about municipal food related issues; Timely topics	Ongoing	- Topics (primarily from media) are researched and put forward to the committee for recommendations
Directive	**Activities**	**Target Delivery**	**Details**
Reporting			
Guide and Plan for Food Council Work	Compile final strategic planning report	September 27, 2019	- Present final report to Winnipeg Food Council
Annual reporting TOR 3. (4) (b) (c)	2019 Work plan and budget	September 27, 2019	- Coordinate and finalize the work of the Development subcommittee - Present 2019 work plan and budget summary to Winnipeg Food Council
Annual reporting TOR 3. (4) (a)	2019 Annual Report	December, 2019	- Compile Annual Report for presentation to Winnipeg Food Council
Annual reporting TOR 3. (4) (b) (c)	2020 Work plan and budget	November 29, 2020	- Work plan and budget ready for consideration in City Council budget process

2019 Budget Summary

2019 Winnipeg Food Council Budget Summary		
Item	Budget Line	Budget Allocation
1	WFC Coordinator (26 weeks)	$25,000.00
	Total (Budget):	**$25,000.00**

September, 2019