Winnipeg Food Council
A City of Winnipeg Citizen Committee

Winnipeg Food Council

2020 Work Plan and Budget Summary

2020 Work Plan

Directives: From Terms of Reference and Winnipeg Food Council Strategy Sessions

	Development Subcommittee (D SC)
	Communications Subcommittee (C SC)
	Research & Policy Subcommittee (R&P SC)
	Other Winnipeg Food Council (WFC) Activities

Directive	Activities	Target Delivery	Details
Financial sustainability & committee longevity	Secure funding for Winnipeg Food Council Coordinator	March, 2020	- Request funding through City Council budget process for external contractor - Explore alternative arrangements for Winnipeg Food Council Coordination
Financial sustainability & committee longevity	Commit to cyclical learning to enhance Council function	December 2020; Ongoing	- Establish benchmarking and various evaluative tools to monitor the impact of the Winnipeg Food Council - Engage in continual learning by undertaking occasional training in areas including: effective engagement with local government and communities, policy creation, food systems issues, anti-oppressive practices, collective impact, etc.

Financial sustainability & committee longevity	Look for partnership opportunities with private and public sectors to support the work of the Winnipeg Food Council	Spring, 2020; Ongoing	- Establish 2 pilot partnerships with private sector toward advancing specific programs initiated by the Food Council in consultation with the community - Explore funding opportunities through Federal National Food Policy McConnell Foundation, United Way, and others - Explore collaborations with researchers at Winnipeg universities - Identify and apply for additional sources of funding in collaboration with private and public sector
Directive	**Activities**	**Target Delivery**	**Details**
Enhance public health TOR 3. (2)	Scan of Winnipeg Community Centres to determine what food and beverages are being sold	Ongoing; Summer 2020	- Secure agreement from 5-12 community centres to pilot project. - Partner with other groups (WRHA, public service, etc.) to conduct scan
Enhance public health and local food security, and increase food literacy and access to food. TOR 3. (2)	Develop a City of Winnipeg community garden strategy	Fall 2020; Ongoing	- Work with civil service to develop a City of Winnipeg community garden strategy - Make recommendations to enhance current community gardens policy, considering City of Winnipeg Climate Action Plan recommendations, and stakeholder consultation
Advise Mayor and Council TOR 3. (1)	Provide feedback and support for recommended policy changes	Ongoing	- Follow creation and implementation of proposed policy outcomes from “Supporting Commercial Agriculture Uses in Winnipeg” report - Support and promote related by-law changes
Directive	**Activities**	**Target Delivery**	**Details**
Initiate City of Winnipeg Agriculture and Food Strategy TOR 3. (3)	Municipal food-related Policy Scan	February, 2020	- In conjunction with the public service, compile all municipal food-related policies to identify those that influence the municipal food system, and better understand municipal jurisdiction relative to the food system

Initiate City of Winnipeg Agriculture and Food Strategy TOR 3. (3)	Conduct pilot ward-level food assessment	April, 2020	- In conjunction with City Councillors, identify 2 city wards in which to pilot a food assessment - In collaboration with researchers, conduct environmental scan of pilot wards to develop an overview of food system strengths and gaps, and collect baseline data (this includes results from the Municipal Policy Scan). - In conjunction with City Councillors and researchers, conduct ward-level consultations to ground-truth findings and identify community priorities - Compile final food assessment report including recommendations and anticipated policy outcomes.
Initiate City of Winnipeg Agriculture and Food Strategy TOR 3. (3)	Conduct rapid scan of available data	October, 2020	- Identify project team and available resources, form steering committee - Conduct environmental scan to collect baseline data, determine food system related gaps and strengths, and identify stakeholders for consultation and engagement phase. - Analyse data and compile report - Disseminate and promote report in preparation for consultation phase

Initiate City of Winnipeg Agriculture and Food Strategy TOR 3. (3)	Initiate consultation phase of City level food assessment	November, 2020; Ongoing	- Conduct community consultations in each City ward to ground-truth findings, fill data gaps, and identify ward-specific priorities
			  o Analysis and final report of findings to be completed August 2021
			  o Final Strategy, include action plan based on recommendations, identified priorities, baseline data and measurable indicators to be completed in early 2022.

Directive	**Activities**	**Target Delivery**	**Details**
Advise Mayor and Council TOR 3. (1)	Raise awareness of events and activities to Mayor and Council	Ongoing	- Use social media, website, and other online platforms to highlight events and activities to Mayor and Councillors

Advise Mayor and Council TOR 3. (1)	Keep informed about municipal food related issues and opportunities	Ongoing	- Topics (primarily from media) are researched and put forward to the committee for recommendations - Keep informed of food-related items on Committee agendas, City consultations, etc. and provide input where applicable. - Invite Mayor and Councillors to relevant community presentations at Winnipeg Food Council meetings
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	- Encourage community participation on Subcommittees - Increase awareness of Winnipeg Food Council through communications strategy and outreach - Collaborate with community organizations in hosting events, conducting research, and raising awareness - Explore ways to support and enhance Winnipeg's reputation as a city that has great food and a great food system
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 - Connect with community organizations addressing food issues
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)	Host and participate in Community Consultation Processes	Ongoing	- Both City-led and other - Solicit feedback from citizens and community organizations on possible food policy recommendations and programs through various channels

Directive	Activities	Target Delivery	Details
Annual reporting TOR 3. (4) (a)	2020 Annual Report	December, 2020	- Compile Annual Report for reporting to the Executive Policy Committee
Annual reporting TOR 3. (4) (b) (c)	2021 Work plan and budget	November, 2020	- Present 2021 work plan and budget summary to the Executive Policy Committee

2020 Budget Summary

With 4 year forecast

2020 Winnipeg Food Council Budget Summary			
Item	Budget Line	Budget Allocation per annum	Budget Forecast for 2020-2023
1	Coordinator Contract Fee GST	$50,000.00 $2,500.00	$200,000.00 $10,000.00
2	Winnipeg Food Council office (supplies, printing, tech, phone, postage)	$1,000.00	$4,000.00
3	Subcommittee working group meetings (meeting rooms, refreshments, parking)	$1,380.00	$5,520.00
4	Education and training for Winnipeg Food Council members	$2,000.00	$8,000.00
5	Community outreach and consultations	$10,000.00	$40,000.00
	Total:	**$66,880.00** (equal to other City of Winnipeg citizen advisory committees)	**$267,520.00**