Winnipeg Food Council

2023 Workplan and Operating Budget

A. 2023 Workplan

	Agriculture and Food Strategy
	Urban Food Production
	Food Waste
	Other Winnipeg Food Council Activities

Where subcommittees have lead responsibility over specific activities, the responsibility is indicated in the "Activities" column with *RP* for Research and Policy subcommittee, and *DC* for Development and Communications subcommittee.

Directive From Terms of Reference & Food System Snapshot	**Activities**	**Target Delivery**	**Details**
Initiate City of Winnipeg Agriculture and Food Strategy TOR 3(3) Support the work of the community TOR 3(2)	Promote Winnipeg Food System Snapshot Report *DC*	Q1	- Circulate report to associated departments, stakeholders, and organizations - Organize launch event and promotional materials for knowledge mobilization - Develop social media campaign highlighting actions
Initiate City of Winnipeg Agriculture and Food Strategy TOR 3(3) Food System Snapshot medium-term actions	Support maintenance and update of the Winnipeg Food Atlas *RP*	Ongoing	- Update the Food and Nutrition Security portal of the Manitoba Collaborative Data Portal and the Winnipeg Food Atlas with the latest census data. - Add data to the portal and Winnipeg Food Atlas, including free/low cost food meal locations, community food and educational programs, etc. - Update municipal food policy scan & jurisdictional food strategy scan
Support the work of the community TOR 3(2)	Urban agriculture and community gardens small grants program *DC*	Ongoing	- Provide small grants from the Winnipeg Food Council budget to support community gardens and urban agriculture initiatives

Directive From Terms of Reference & Food System Snapshot	**Activities**	**Target Delivery**	**Details**
			- Promote and support the Winnipeg Urban Growers community garden and urban agriculture network to connect community garden organizers
Foster connections between City departments to improve service TOR 5(g) Assist the City in responding to food-related issues within its jurisdiction TOR 5(h)	Advance urban agriculture as green infrastructure in Winnipeg *RP*	Ongoing	- Advise the public service on implementing urban agriculture in a green infrastructure pilot project - Create criteria for identifying sites suitable for urban agriculture - Identify urban agriculture best practices for managing stormwater - Work with ProBono Students Canada on productive green roofs research
Support the work of the community TOR 3(2) Promote involvement between the City and the community TOR 5(j)	Support the development and operations of community gardens *DC*	Q1 - Q3	- Work with City Councillors and community groups to establish and develop community gardens and urban agriculture projects across the city - Update community garden inventory data - Liaise as needed between community garden organizers and the public service
Assist the City in responding to food-related issues within its jurisdiction TOR 5(h) Food System Snapshot short-term actions	Encourage implementation and education of a city-wide food waste collection program *RP*	Q1	- Advocate for the City to implement the Winnipeg Food System Snapshot actions through the adoption of a permanent city-wide residential food waste collection program
Assist the City in responding to food-related issues within its jurisdiction TOR 5(h)	Support household food waste reduction and diversion *DC*	Ongoing	- Continue working with the public service to support the household food waste reduction behaviour change campaign - Use social media platforms and website to communicate the impact of household food waste and waste reduction tips - Advise on campaign content in collaboration with the public service and Love Food Hate Waste Canada

Directive From Terms of Reference & Food System Snapshot	**Activities**	**Target Delivery**	**Details**
Support the work of the community TOR 3(2) Food System Snapshot short-term actions	Support organizations advocating for school food programs *DC*	Ongoing	- Partner with and promote activities of organizations advocating for a universal school food program
Assist the City in responding to food-related issues within its jurisdiction TOR 5(h) Food System Snapshot medium & long term actions	Support and promote City programs assisting food business *DC, RP*	Ongoing	- Assist the public service in exploring how to facilitate a supportive business environment for new and existing indoor and outdoor urban agriculture operations - Support Mayor's new "Patio City!" initiative to increase outdoor dining by advising on project development as needed - Work with the public service to identify how procurement policies and incentives can spur local economic development and shorten food supply chains
Advise Mayor and Council TOR 3(1)	Keep informed about municipal food related issues and opportunities and advise as appropriate *DC, RP*	Ongoing	- Keep informed of food-related items in Standing Policy Committee, Executive Policy Committee, and Council agendas - Provide written or verbal advice to Council within committee mandate
Monitor City progress of implementing Winnipeg Food Council recommendations TOR 5(i)	Monitor City progress of implementing Food Council recommendations *RP, DC*	Ongoing	- Monitor, and support where necessary, City progress on implementing Food Council recommendations approved by EPC, including but not limited to: o Development of an inter-departmental food systems working group (EPC 2020NOV18) o Urban agriculture on City lands (EPC 2022SEPT14) o Urban agriculture as part of green infrastructure pilot project (EPC 2022APR20) - Report on progress of all EPC approved recommendations via the Annual Report

Directive From Terms of Reference & Food System Snapshot	**Activities**	**Target Delivery**	**Details**
Encourage multi-sector approaches, foster coordination and networking TOR 3(2)	Collaborate with other levels of Government *RP*	Ongoing	- Participate in consultation and engagement sessions within committee mandate - Continue dialogue with the Provincial government on possible co-creation of programs
Annual reporting TOR 3(4)(a)	Annual Report	Q1	- Compile Annual Report for reporting to the Executive Policy Committee
Annual reporting TOR 3(4)(b)(c)	Workplan and operating budget	Q1	- Present annual workplan and operating budget to Executive Policy Committee and Council

B. 2023 Operating Budget

2023 Winnipeg Food Council Budget Summary		
Item	**Budget Line**	**Budget Allocation**
1	Urban agriculture and community gardens small grants program	$10,000.00 - 15,000.00*
2	Update to Food and Nutrition Security Knowledge Portal of the Manitoba Collaborative Data Portal	$5,000.00
3	Outreach and community engagement	$600.00
4	Education and training	$550.00
5	Meeting expenses	$430.00
6	Memberships and subscriptions	$300.00
	Total: to be paid from the City of Winnipeg 2023 Budget	**$21,880.00***

*Subject to approval by Council of an increase of $5,000 to the Winnipeg Food Council operating budget in order to expand the small grants program.

C. Terms of Reference Directives

Directives in the Workplan are taken from the “Function” and “Responsibilities” sections of the Winnipeg Food Council Terms of Reference.

FUNCTION

3. The Food Council’s Function is to:

(1) Advise the Mayor and Council on food system related issues;

(2) Support the work of the community on food issues, enhance public health and local food security, and increase food literacy and access to food by encouraging multi-sector and strategic approaches, fostering coordination and networking, and supporting ongoing consultation; and

(3) Initiate the development of and support the implementation, maintenance and evaluation of a City of Winnipeg Agricultural and Food Strategy to address municipal food security and food system issues. The City of Winnipeg Agricultural and Food Strategy will:

(a) include policy directions identified through community engagement, focused research, innovative initiatives, and other actions to identify proven practices;

(b) include evaluation and implementation components; and

(c) be operationalized in partnership with the Winnipeg Public Service, the local food movement, businesses, community agencies, stakeholder groups, and private citizens.

(4) Like other citizen committees working with cross-departmental issues impacting all citizens, the Winnipeg Food Council will be required to submit for Executive Policy Committee’s approval:

(a) An annual report, which includes a review of work done over the previous year by the Food Council and updates on the progress of City departments in implementing Winnipeg Food Council recommendations;

(b) An annual workplan, which includes proposed committee activities and action items; and

(c) An operating budget detailing projected expenditures and revenue sources for the upcoming calendar year, to be endorsed by the Food Council and approved by the Executive Policy Committee.

RESPONSIBILITIES

5. Food Council Responsibilities are as follows:

Responsibilities Related to City Council

c. Review and offer advisory input into process, policy and programs regarding food issues.

d. Receive referrals from Council or its Committees for review and recommendation.

e. Recommend through Executive Policy Committee areas of research or work to be undertaken by the Winnipeg Public Service.

Responsibilities Related to City Departments

f. Support the creation, implementation and evaluation of an Agricultural and Food Strategy.

g. Foster connections within and between City departments, identifying potential efficiencies and opportunities for improved service.

h. Assist the City of Winnipeg to respond to food-related issues within its jurisdiction by using a food systems approach.

i. Monitor progress of City departments in implementing Winnipeg Food Council recommendations.

Responsibilities Related to the Public

j. Promote communication and involvement between the City and the community.

k. Enhance and connect food-related initiatives from various sectors.

l. Engage citizens, industry, other levels of government, and community groups on food issues as required.

Responsibilities Related to Winnipeg Food Council Members

m. Winnipeg Food Council members shall keep informed about:

i: other cities' food policy initiatives

ii. current best practices in multi-sectoral approaches to issues; and

iii. individuals and organizations who deal with food policy and programing.

n. Members are expected to attend meetings regularly, be punctual, prepared, respectful, engaged, open to others' opinions, and willing to work together.

o. Members will also be expected to participate in working groups if applicable, and commit approximately 5-6 hours/month to regular and working group meetings, material preparation, and other tasks if applicable.