



City of  
**Peterborough**

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**To:** Members of the Peterborough Architectural Conservation  
Advisory Committee (PACAC)

**From:** Erik Hanson, Heritage Resources Coordinator

**Meeting Date:** November 5, 2015

**Subject:** Report PACAC15-035  
Strategic Plan Review

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## **Purpose**

A report to recommend that the PACAC review and adopt the updated draft of its Strategic Plan.

## **Recommendations**

That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC15-035, dated November 5, 2015 of the Heritage Resources Coordinator, as follows:

- a) That the PACAC receive the updated draft Strategic Plan for discussion.
- b) That following its discussion the PACAC adopt the updated Strategic Plan to guide the planning and implementation of committee initiatives from 2016 onwards.

## **Budget and Financial Implications**

There are no budgetary or financial implications associated with the recommendation.

## Background

At its meeting of May 1, 2014, the PACAC undertook a facilitated workshop in support of the first phase of the Committee's Strategic Plan review process. Staff reviewed and summarized this material and prepared updated strategic directions for consideration by the committee at its meeting of June 4, 2015. At that meeting, the committee passed the following recommendation:

That a sub-committee be struck, consisting of Catherine Dibben and Paul Lumsden, to prioritize the Strategic Plan initiatives and report back to Committee in September.

The sub-committee provided its initial report to the committee on September 3, 2015. In its report the sub-committee suggested several points for further discussion:

- That the committee review the proposed mission statement;
- That the committee clearly define what the audience is for the strategic plan;
- That the committee compare the proposed draft with the 2014 summary looking for possible omissions that should be considered as additional objectives or supporting initiatives;
- That the committee prioritize the objectives and determine the suitability of their supporting initiatives;
- That the committee create an introduction (preamble) and an executive summary for the new document.

Following its review of the sub-committee's report, the PACAC approved the following recommendations:

- That the sub-committee meet with the HPO Office and PACAC Chair to continue working on the Strategic Plan, and
- That the Committee Chair send an email to PACAC members with the strategic plan updates prior to it coming back before the Committee.

The sub-committee met with HPO staff on Tuesday, October 6 to discuss next steps in the strategic planning process, and have since provided an updated draft of the Strategic Plan (Appendix A) for review by PACAC members in advance of the meeting of November 5, 2015.

Submitted by,

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Appendix A: Updated draft Strategic Plan