



City of  
**Peterborough**

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**TO:** Members of the Arts, Culture & Heritage Advisory Committee

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

**MEETING DATE:** March 11, 2010

**SUBJECT:** Report ACHAC10-013  
Municipal Cultural Plan RFP Consultation

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## **PURPOSE**

A report to recommend the Committee receive a presentation from Arts, Culture & Heritage Division staff regarding the City's Request-for-Proposal for a consultant to lead the municipal cultural planning process.

## **RECOMMENDATIONS**

That the Arts Culture & Heritage Advisory Committee (ACHAC) approve the recommendations outlined in Report ACHAC10-013, dated March 11, 2010, of the Heritage Resources Coordinator, as follows:

- a. That a presentation from Arts, Culture & Heritage Division staff be received.
- b. That input into the City's Request-for-Proposal for a consultant to lead the municipal cultural planning process be provided by ACHAC.
- c. That one representative from ACHAC be appointed to the City's RFP review committee for this project.

## **BUDGET AND FINANCIAL IMPLICATIONS**

There are no direct budget or financial implications associated with the recommendation.

## BACKGROUND

The City has established a capital budget to support a community consultation process to research, and develop a corporate vision for the City's Municipal Cultural Plan. (MCP). The City's MCP will provide a context for its role in support of the sector and the sector's role in influencing municipal decision-making. The goal of municipal cultural planning is to insure that, along with economic, social and environmental factors, cultural factors are considered when the municipality makes decisions and sets priorities.

Anticipated outcomes of the City's MCP include, but are not limited to:

- Identification of the City's cultural resources and how they can be used to improve quality of life;
- Integrating culture into the City's planning and development processes;
- Increasing co-operation across departmental boundaries;
- Developing strategies for improving the social, economic, and environmental health of the community through culture;
- Enabling the City to access federal and provincial grants that require a municipal cultural plan;
- Contributing to the City's Integrated Community Sustainability Plan (ICSP), which is now a requirement for receiving money from the Federal Gas Tax Transfer;
- Creating a better understanding of culture as a resource for community development;
- Providing a means of sustaining levels of public and private funding for culture.

In the Fall of 2009, the City submitted an application to the Creative Communities' Prosperity Fund (CCPF). Successful applicants will be notified of the success of their application by the end of March 2010. Once confirmation of funding has been received, ACHD staff would like to issue an RFP for a consultant to lead the municipal cultural planning process.

ACHD staff will deliver a short presentation to provide background information on the process of preparing an RFP. The focus of the input discussion will be to determine what issues should be considered when selecting a consultant for municipal cultural planning including the consultation process and desired outcomes.

Submitted by,

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