

Policy Development Meeting

The goal for this meeting is to have the Team reconvene and make determinations as to how the WWN Workbook will be integrated into the municipality's policies. There are numerous options: this may be a stand-alone document; it may be a GIS layer output; it may be parsed out by department; it may become a cross-departmental work plan.

Depending on how the process has been going, there may be enthusiasm regarding the possibilities ... and there may be fatigue and disengagement. Though it is difficult to prescribe how this meeting should play out – each community is very different – the Moving Forward Options sheet can be (modified and) handed out to stimulate suggestions on next steps.

Because this is a critical moment for momentum, at the very least some discussion should be had on each of:

- Developing the Action Plan (if not complete)
- Informing the Action Plan (there will always be decision-support needs)
- Converting the Action Plan into a policy (e.g., a bylaw, council report, operational guidelines, workplan insertions, etc.)
- Oversight of the Action Plan (e.g., ensuring necessary budgeting or departmental planning occurs, tasking someone with this the Plan's coordination)
- Resourcing the Action Plan (identifying opportunities to resource specific components, reconciling competing demands)
- Monitoring the Action Plan (determining how the municipality will know if Actions have been completed and if they have been effective)

Suggested Meeting Folder Contents

1. Agenda
2. Goals and Principles summary
3. Prioritization summary
4. Policy Options handout