

Committee Work Plan Tool	
Committee Name:	Kawartha Lakes Accessibility Advisory Committee (AAC)
Work plan for Year:	(Appendix B) 2022 Work Plan
Approved by Council:	

Goal	Measurement Stages	Timeline	Measurement for Success
1. Presentation of the 2022 Accessibility Awareness Recognition Awards	a) Draft information to be included in a media release and disseminate b) Secure Date on the Council Agenda, c) Utilize Social Media platforms and other means such as publically displayed posters to raise awareness d) At closing make review of the nominations received and qualify e) Provide summary of reasoning and recommendation to be included in a Council Report for consideration f) Upon Council endorsement, notify recipients of the award, date and time of the virtual ceremony. g) Invite Mayor and Councillor Elmslie to participate in the presentation ceremony h) Order Awards and engraved plates for City Hall wall plaque	a) & b) Q1 b) Q1 c) Q2 d) Q2 e) to i) late Q2	Success measured by number of nominations received (goal to encourage at least 5 nominations), number of qualified recipients selected by Council, participation, media exposure and feedback received

Goal	Measurement Stages	Timeline	Measurement for Success
	i) Virtually participate in presentation of Awards		
2. Outreach – Create greater awareness through several avenues such as participation in local events, by creating information brochures, posters and continuing to reach audiences through social media platforms	a) Creation of educational newsletter (quarterly leading to monthly) for City Staff and community b) Showcasing accessibility initiatives through filming and photos. Development of a collection that can be utilized in partnership with Communications c) Creating a closer informational network with the CKL Chamber Offices and BIA d) Provision of public awareness of accessibility in the media on monthly agenda	on-going	Completion and dissemination Communications, Advertising and Marketing Division have been assisting with this goal. Benchmarks could be set based on increased inquiries, number of hits on social media, as need requires – replacement of informational pieces. This will be monitored throughout the year.

Goal	Measurement Stages	Timeline	Measurement for Success
3. Explore opportunities to educate and encourage investment in accessible residential growth/visitable community models	2022 further development will include, but not limited to: Research and consultation, presentations and the development of useful documents associated with education on accessible design. Recent discussion has taken place regarding the creation of short videos disseminating the importance of accessible spaces.	On-going	The presence of greater accessible, inclusive residential/commercial growth.
4. Continue to support Age-Friendly initiatives in Kawartha Lakes.	Advisory and Support	On-going	By number of actions taken to provide assistance. (commencing Health Unit staff availability)
5. Continue to review and provide comment to Council, City Staff and stakeholders on projects, plans and policy as needed. This includes such items as Accessibility Master Plan, Secondary Plan Policy development, Active Transportation Master Plan, etc.	# of consultations # of comments	On-going	Increased accessibility presence in projects, plans and policy. Measurement of success will be dependant on the review, update and inclusion.