

Committee Work Plan Tool

Committee Name:	Kawartha Lakes Accessibility Advisory Committee (KLAAC)
Work plan for Year:	(Appendix A) 2024 Work Plan
Approved by Council:	

Goal	Measurement Stages	Timeline	Measurement for Success
1. Presentation of the 2024 Accessibility Awareness Recognition Awards.	<ul style="list-style-type: none"> a) Draft information to be included in a media release and disseminate b) Secure Date on the Council Agenda c) Book Victoria Room for Awards Luncheon d) Utilize Social Media platforms and other means such as publically displayed posters to raise awareness e) At closing make review of the nominations received and qualify f) Provide summary of reasoning and recommendation to be included in a Council Report for consideration g) Upon Council endorsement, notify recipients of the award, date and time of in person ceremony. h) Invite Mayor and Council to participate in the presentation ceremony i) Order Awards and engraved plates for City Hall wall plaque 	<ul style="list-style-type: none"> a) Q1 b) Q1 c) Q1 d) to i) 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.

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<p>2. Outreach Create greater awareness through several avenues such as participation in local events, by creating education content, and continuing to engage audiences through online corporate platforms.</p>	<p>a) Creation of educational content 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</p>	<p>On-going</p>	<p>Completion and dissemination of resources.</p> <p>Communications, Advertising and Marketing Division have been assisting with this goal. Working to provide educational content as part of our internal and external “Days of Significance” posts.</p> <p>Benchmarks based off engagement metrics on corporate platforms, social media hits, and increased presence at BIA/ Chamber meetings.</p>
<p>3. Explore opportunities to educate and encourage investment in accessible community improvements.</p>	<p>2024 development will include, but not limited to research and consultation, presentations, and the development of useful documents associated with education on accessible design. Recent conversations have taken place with Economic Development looking to time outreach with the Million Dollar Makeover application intake periods.</p>	<p>On-going</p>	<p>With the movement of the Accessibility Checklist from draft to a usable document (aligned with Integrated Accessibility Standards Regulation), the Committee is optimistic that it can capture more applications for accessibility improvements under the Million Dollar Makeover Program (the funding arm to implement the Kawartha Lakes Strategic Community Improvement Plan).</p> <p>Measurement for success will look like an increase in funding applications for accessibility initiatives.</p>

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<p>4. Publish the final draft of the Municipal Accessibility Master Plan.</p>	<p>A refreshed copy of the Municipal Accessibility Master Plan is in draft form.</p> <ul style="list-style-type: none"> a) Bring draft to City's Senior Management Team for Feedback b) Incorporate feedback and final design improvements c) Bring draft to Council at June Committee of the Whole Meeting (inline with National Accessibility Week). 	<p>Q2 2024</p> <p>Q1</p> <p>Q2</p> <p>Q2</p>	<p>Measurement for success is the adoption of the 2024-2029 Municipal Accessibility Master Plan.</p>
<p>5. Continue to review and provide comment to Council, City Staff and community partners on projects, plans and policy as needed.</p>	<p>Number of consultations Number of comments</p>	<p>On-going</p>	<p>Increased accessibility presence in projects, plans and policy. Measurement of success will be dependant on the number of consultations provided.</p>