



Saskatoon North Partnership for Growth (P4G)

Draft Work Plan

Regional Work Plan

This Work Plan describes the key steps that will be taken by the Saskatoon North Partnership for Growth (P4G) to develop a Regional Plan by June 2016. Some of this work will be prepared by the Planning & Administration Committee (PAC), with reporting to the Regional Oversight Committee (ROC). Some of this work will be done with the assistance of an experienced consultant, working with the PAC and seeking strategic advice from the ROC at certain key milestones. At each step in the Work Plan, PAC will be reporting to, and seeking endorsement from, the Councils of the participating municipalities.

Task – Project Initiation

During this task the guiding documents will be formulated in order to set the project framework and guide the work that follows. In this task PAC will create a Terms of Reference that addresses the structure of P4G including mandate, objectives, committee scope, duties and responsibilities. Study area boundaries and a funding strategy including identifying financial and staff resources needed to complete the project will be determined. Initial discussions by P4G on regional goals, vision and values will be important to set the direction of the project.

Another key component to this task will be to create a Communication and Engagement Strategy for the Regional Plan project which will, at a high level, identify who will be consulted, why, when, and how. It will also identify how that information will be used in creating the Regional Plan. For strategic planning on a regional basis all stakeholders including First Nations, government agencies, broader regional decision makers, stakeholder groups, landowners, and the public must have input into the planning process.

Timeframe: spring 2014

Task – Request for Proposals and Consultant Selection

Through a Request for Proposals, P4G will undertake hiring a consultant with experience in creating and implementing regional plans. Working closely with P4G, particularly the PAC, and using the best practices of other regions that have successfully created and implemented regional plans, the consultant will use the data provided by PAC and facilitate the process of creating a Regional Plan. The Regional Plan will include:

- consolidated regional data;
- vision;
- guiding principles;
- goals and objectives for the region;
- a regional land use plan;
- a regional servicing strategy;

- policies to guide land use and development on a regional scale;
- governance and administrative structures for the region; and
- a strategy to implement the Regional Plan.

Engaging a consultant who has experience in creating and implementing regional plans will:

- provide a qualified, neutral third party with no previous bias to guide the partnering municipalities in working through issues and competing interests;
- leverage the local knowledge of the partnering municipalities, and enable them to quickly build capacity in regional planning;
- ensure the Regional Plan is completed in a timely and efficient way with the help of an experienced consultant;
- ensure the Regional Plan can be implemented successfully; and
- create the opportunity to engage with the broader regional community.

Timeframe: spring 2014 – fall 2014

Task – Workshop/Visioning and Refining the Study Area

In this task P4G, along with the chosen consultant, will kick off the project with a facilitated session that will include both PAC and the ROC to help guide the creation of the Regional Plan by identifying any challenges or immediate needs for the region and give the consultant insight into the region including existing conditions. By identifying challenges as well as prioritized needs of the group, a set of goals and measurable objectives will begin to be developed for the region. These goals and objectives will then help to define a clear and concise vision which in turn will help shape the Regional Plan policies.

During this task further review of the proposed P4G Regional Plan Study Area Map will be undertaken. Current future growth plans for each of the participating municipalities will be used to help confirm study area boundaries and to provide an overall representation of current conditions in the region.

Timeframe: fall 2014

Task – Data Collection

The purpose of this task is to gather any existing background data which may aid in the development of a Regional Plan which may include such things as:

- mapping;
- statistics;
- population projections;
- opportunities and constraints;
- growth and land use plans;
- servicing strategies;
- policies;
- strategic plans;
- consolidated stakeholder contacts;

- ongoing or proposed, regionally significant projects and proposals; and
- inter-governmental agreements pertinent to the Region.

The PAC will be responsible to gather and compile this information so that it can be given to the chosen consultant to help aid them in the development of a Regional Plan.

The consultant will then utilize the data gathered from the municipalities along with additional data provided by strategic stakeholders to analyze the necessary information and develop a larger scale understanding of the current state of the region. This key information will be used throughout the project to make recommendations and formulate policies.

Timeframe: spring 2014 – winter 2014

Task – Interim Development Strategy

There are major growth pressures in the region due to a strong economy and a high population growth rate. The participating municipalities need a mechanism to continue to move forward on regional and locally significant projects while the Regional Plan is being completed. An interim development strategy will be completed early on in the project in order to deal with immediate development pressures in rural development nodes that are located in the potential path of future urban growth. The interim development strategy will enable the partnering municipalities to move forward on development proposals that are a benefit to the region and consistent with the overall goals of a Regional Plan.

To support an interim development strategy, requests may also be made to the province for legislative changes to enable rural development to occur in the path of future urban growth, while ensuring that urban municipalities can grow in a cost-effective way.

Timeframe: summer 2014 – winter 2014

Task – Regional Plan

During this phase the consultant will create a draft copy to be vetted by PAC and subsequently all relevant stakeholders and then a final Regional Plan, to be recommended by P4G and ultimately approved by the Councils of the partnering municipalities. The creation of the Regional Plan will require the consultant to work closely with PAC and key regional stakeholders. This process can be expected to require significant negotiations facilitated by the consultant between the partnering municipalities, to ensure that their growth plans align and that all partners benefit from a regional approach to planning for land use and servicing. It is expected that the Regional Plan will include but not be limited to the following:

- consolidated regional data;
- vision;
- guiding principles;
- goals and objectives for the region;
- a regional land use plan;
- a regional servicing strategy;
- policies to guide land use and development on a regional scale;

- governance and administrative structures for the region; and
- a strategy to implement the Regional Plan.

Broad stakeholder and public engagement will be a critical part of creating the Regional Plan to ensure that it can be successfully implemented.

Timeframe: spring 2015 – June 2016

Task – Governance and Implementation

During this phase of the project PAC and the partnering municipalities will begin to implement the Regional Plan. This work will include:

- creating governance and administrative structures;
- identifying and acquiring any necessary resources (for example, staffing and capital funds for regional servicing); and
- if necessary, aligning municipal bylaws and policies with the Regional Plan.

Implementation may happen in phases or be done all at once. Broader regional involvement would also be examined, should additional municipalities in the region wish to sign on to the Regional Plan.

Timeframe: June 2016+

