



SPECIAL CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE

**Thursday, May 2, 2013
SCRD Boardroom, 1975 Field Road**

AGENDA

CALL TO ORDER: 10:00 a.m.

AGENDA

1. Adoption of Agenda

REPORTS

2. Chief Administrative Officer – SCRD Strategic Plan Progress Report Annex A
– May 2013 Pages 1-20

NEW BUSINESS

ADJOURNMENT

	3 Year Objectives	Proposed 2012-13 Targets (18 months)		Accomplishments	Proposed Actions
				development on a department and corporate level e.g. presentation skills, minute taking & office procedures, software, safety. E.g. presentation skills, safety, software, emergency services response, respectful workplace, team building - Completed a cross department software review and reported out to Board.	Nations Sensitivity - Continue to share information & expertise with other local governments - Establish cross-departmental (staff) committee to prepare for implementation of an Electronic Document Management system - Establish an internal energy management committee to promote energy conservation amongst staff
		b) To develop an equity and fairness policy for services delivered	Ongoing	- Held meeting with Board to discuss Service Equity and to set guidelines for the future review of Service Equity	- Research other local government policies
		c) To develop a responsive “public service” policy for the organization	Ongoing	- Customer service training in recreation.	- Research other local government policies and develop customer service training materials.

CULTURAL, SOCIAL, ECONOMIC and ENVIRONMENTAL SUSTAINABILITY –LEAD – GM INFRASTRUCTURE SERVICES

“Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs.” *Brundtland Commission*

GOAL: To participate in the implementation of the Cultural, Social, Economic and Environmental Sustainability Plan for the Coast (“We Envision”)

	3 Year Objectives	Proposed 2012-13 Targets (18 months)	%	Accomplishments	Proposed Actions
2.1	To implement the Regional Sustainability Plan (RSP)(We Envision) with other local	a) To facilitate the creation of regional round table that includes local governments to	50	- 3 proposals put to the Board, looking for decision / political will for an agreed upon structure for	- Revisit in 2013 fourth quarter

