

# Cowichan Watershed Board

February 24, 2020

Draft 2019 Annual report  
Draft 2020 Business Plan

Request for adoption in principle

- Formatting still not complete
- Welcome any final suggestions



# Introduction

- Process Today
  - Both reports reviewed at last CWB meeting Jan. 27/2020
  - Comments and suggestions taken and incorporated into second draft – included in your meeting package
  - Suggestion that Annual plan be shorter more accessible document with detail in business plan acknowledged and deferred to next year
  - Would like to run through both Annual Plan and Business Plan again quickly today
    - Will review changes made since last month
    - Final formatting to be completed over next few weeks (Thanks to Brooke Ballantyne for excellent work “pro bono”!)
  - Will present to Cowichan Tribes and CVRD Board in March

# Annual Report - Overview

- A basis for the Board members, partners, funders and general public to evaluate the Board's performance, what we've accomplished, whether deliverables were met, and whether funds were spent appropriately.
- Goal is to make this document inviting and easy to read!
- Components
  1. Message from co-chairs
  2. Year in Review – **New!**
  3. 2019 highlights – Top 10 List – **New!**
  3. Purpose and core principles – from Gov. Manual
  4. Progress on Priorities **New Format**
  5. Financial Summary
    - What we brought in and what we spent!
  6. People and Partners – Board members, TAC, Working Groups and Staff

# Annual Report – Changes made in 2<sup>nd</sup> draft...

- Changes made as a result of input from Board members in January:
  - “Message from the Chairs” shortened and some of the content moved to a “Year in Review” Section
  - In “Progress on Priorities” section notes were inserted on milestones not achieved in 2019.
  - As mentioned, next year this document will be shorter, more accessible, less detail...



# Business Plan - Overview

- Looking forward – what CWB wants to accomplish this year and over next several years
- Report Components
  - Executive Summary
  - Brief CWB Background
  - Strategic Focus – **New!**
  - Detailed 5 year “Goals and Milestones” – **New Format**  
Formatted by 4 major areas of focus
    - 5 year goals organized by Target
    - Annual milestones necessary to get there

# Business Plan (Cont.)

- 2020 Workplan
- 2020 Communications plan – **New Format**
- Brief Overview of Progress – **New!**
- Summary
- Appendices – 5 Year Budget Forecast and Organizational Structure



# Business plan - Changes made in 2<sup>nd</sup> Draft...

- “Top 10” list removed (found in Annual Plan) replaced with one page “Summary of Progress”
- Timeline graphic removed (dated)
- 5 Year budget projection included as appendix
- As per suggestion from January meeting, generic reference capturing the fact that our detailed workplan is limited by available resources – and that adjustments can be made depending on unanticipated funding increases or decreases. Current workplan reflects our highest priorities within the scope of funds and capabilities we have at this time.



# Questions, Comments?

