

Chinatown Project Plan – Phase 2

Cultural Plan / Culturally-based Local Area Plan

Upon securing funding for Chinatown's phase 2 project work, a well detailed Terms of Reference will be prepared by Administration that will lead directly in to the Request for Proposals process to retain consultants. Due diligence will be exercised in selecting consultant(s) with the appropriate project management skills and expertise to undertake a project of this magnitude. A detailed Scope of Work (deliverables and timelines) will be developed by the consultant in coordination with the project team with community and stakeholder input. Oversight will be introduced by taking the project's Scope of Work for approval to the Standing Policy Committee on Planning & Urban Development no later than 2019 July.

Initially, the hired consultant(s) will undertake a community engagement process for the Cultural Plan to establish the community's cultural vision, priorities, and develop a roadmap for future cultural development. This will serve to build on the foundation of planning work and research completed to date. The Cultural Plan will inform The City's interaction with Chinatown in relation to the built environment, programming and other areas. The finding from the Cultural Plan can be used by external organizations such as Urban Alliance, community members, and businesses to undertake their own initiatives.

Following the cultural conversation, the Local Area Plan process would be undertaken to develop planning policies that address the community's planning and development vision through a culturally specific lens.

	Chinatown's Cultural Plan and culturally-based Local Area Plan
Consulting Estimate	\$500,000
Engagement Hard Costs Estimate (ads, venues, etc.)	\$100,000
Total Estimated Cost (Consulting + Hard Costs)	\$600,000 <ul style="list-style-type: none"> Does not include staff overtime for engagement events
Can this be accommodated within current budget?	No <ul style="list-style-type: none"> Additional budget of up to \$1 million is required to address emerging issues and ensure flexibility in piloting new processes that include engagement practices and integrating a cultural plan into the built-form policies of the Local Area Plan.

Chinatown Phase 2 work requires significant resources, potentially for an extended time, and cannot be supported entirely through the business units' consulting budgets. It is estimated that the minimum secured funding of approximately \$600,000 is needed for consulting and engagement work.

The cost may be much higher as accurate consulting costs, including a breakdown of cost by year, will only be known once a Request for Proposals process is undertaken. As such, Administration recommends having a project budget available for up to \$1 million. Council directed work cannot commence until funding is secured for the duration of the project.