



The Corporation of the Town of Orangeville

Report to the Library Board

To: Chair and Members of the Board
From: Darla Fraser, Chief Executive Officer
Date: November 23, 2022
Report #: 22-11
Subject: Program Framework

Recommendation:

That report 22-11, dated November 23, 2022, with respect to the Program Framework, be received;

And that the board adopt the program framework as presented in Appendix A and direct staff to begin implementation immediately.

Purpose:

The purpose of this report is to present for discussion a framework on which to build, deliver and evaluate programs over the next 5 years.

Background:

In order to operationalize the new strategic plan, we will develop frameworks for each area within the library (programs, collection, public service) over the next term of the board.

We began with programming as the data from the community indicates more programming and partnerships as a priority. In fact, some 40% of the actions identified involve these two areas.

Discussion:

A framework is defined as a basic structure, an underlying system, concept, or text. There are a lot of moving parts with programming and if we want to balance services and resources, a structure is required to keep that machine operating efficiently. Therefore, the framework was developed to lay the groundwork for program planning.

The 2023-2027 Program Framework will serve as a roadmap for how to improve operations, create resiliency within programs and staffing, enhance existing programs,

and develop new programs that align with the strategic directions and values of the organization. This requires forecasting and anticipating tasks and projects that need to be completed in the next 5 years in order to build a more strategic annual Program Plan in the coming years.

The framework is intended to bring together the following:



First, the list of what we do (**INVENTORY**) was mapped to the **VALUES** that they support along with which form of **LITERACY** they align with. Next, we examined which action does it support or fulfill? Once the action is identified the **DIRECTION**, goal, and objective are too. Not only do we have to plan and deliver, we must also collect specific data for the Ministry of Tourism, Culture and Sport for the **ANNUAL SURVEY**. A new set of **LOCAL METRICS** was proposed as part of the strategic plan which also needs to be gathered and assessed. A way of managing **NEW IDEAS** and proposals is needed as we are going to require all the above noted connections with each request or suggestion.

The magic of the framework is that we can identify GAPS. With planning in front of us – the framework will also guide the creation of a process for proposing new ideas that strategically align with the necessary requirements so that we are adding programs or services where they are needed, and ensuring resources are there to support them.

Financial Impact:

Financial impact will be calculated and reflected in the annual budget process.

Prepared and respectfully submitted by,
Darla Fraser
Chief Executive Officer