

Community Benefits Framework: Updated Work Plan Activities

Phase 1: Project Launch and Resource Recruitment

1.1 Project Set Up and Planning

1.2 Lead Recruitment & On-Boarding

Phase 2: External Research and Jurisdictional Scan

2.1 McMaster Research Shop engagement and presentation to Community Benefits Protocol Subcommittee

2.2 CityLab student onboarding and research on community benefit agreements.

Phase 3: Internal Stakeholder Information Gathering

3.1 Development of engagement questions and plan for CityLab students to support the internal interviews and information gathering.

3.2 CityLAB Presentation with findings from the internal engagement.

3.3 Development of secondary survey distributed by staff to gather feedback on current departmental priorities, potential pilot opportunities, areas where support may be needed, and suggestions for community stakeholders to engage in upcoming sessions.

Phase 4: External Stakeholder Engagement

4.1 Facilitate workshops and consultations with a variety of external stakeholders including:

4.1.1 Members of the Hamilton Community Benefits Network (HCBN) and other relevant Community Benefit Networks.

4.1.2 Local businesses, social enterprises, and diverse owned businesses.

4.1.3 The Hamilton/Brantford Building Trades Council, District Labour Council, and other labour affiliates.

4.1.4 Community organizations and advocacy groups.

4.1.5 Industry partners and suppliers.

4.2 Summarize findings from the external engagement.

Phase 5: Framework Development

5.1 Develop Toolkit Resources including PowerPoint templates, FAQs, testimonials & internal briefs.

5.2 Compile findings from previous phases to develop final framework and implementation roadmap.

Phase 6: Pilot Identification

6.1 Following Council’s approval of the CBF recommendations, staff will collaborate with departments currently undertaking community benefits–related initiatives to identify suitable opportunities for piloting the CBF approach.

