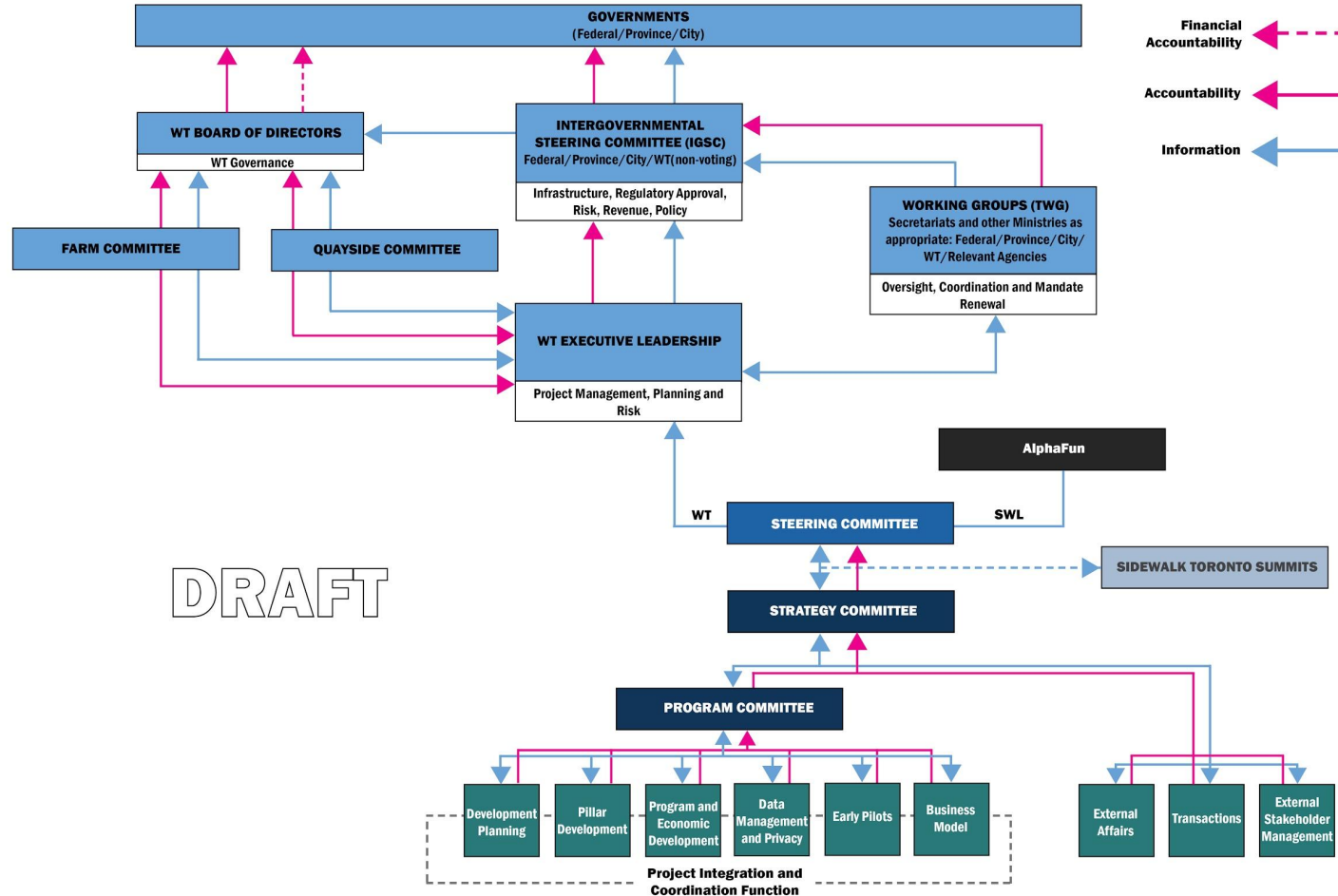


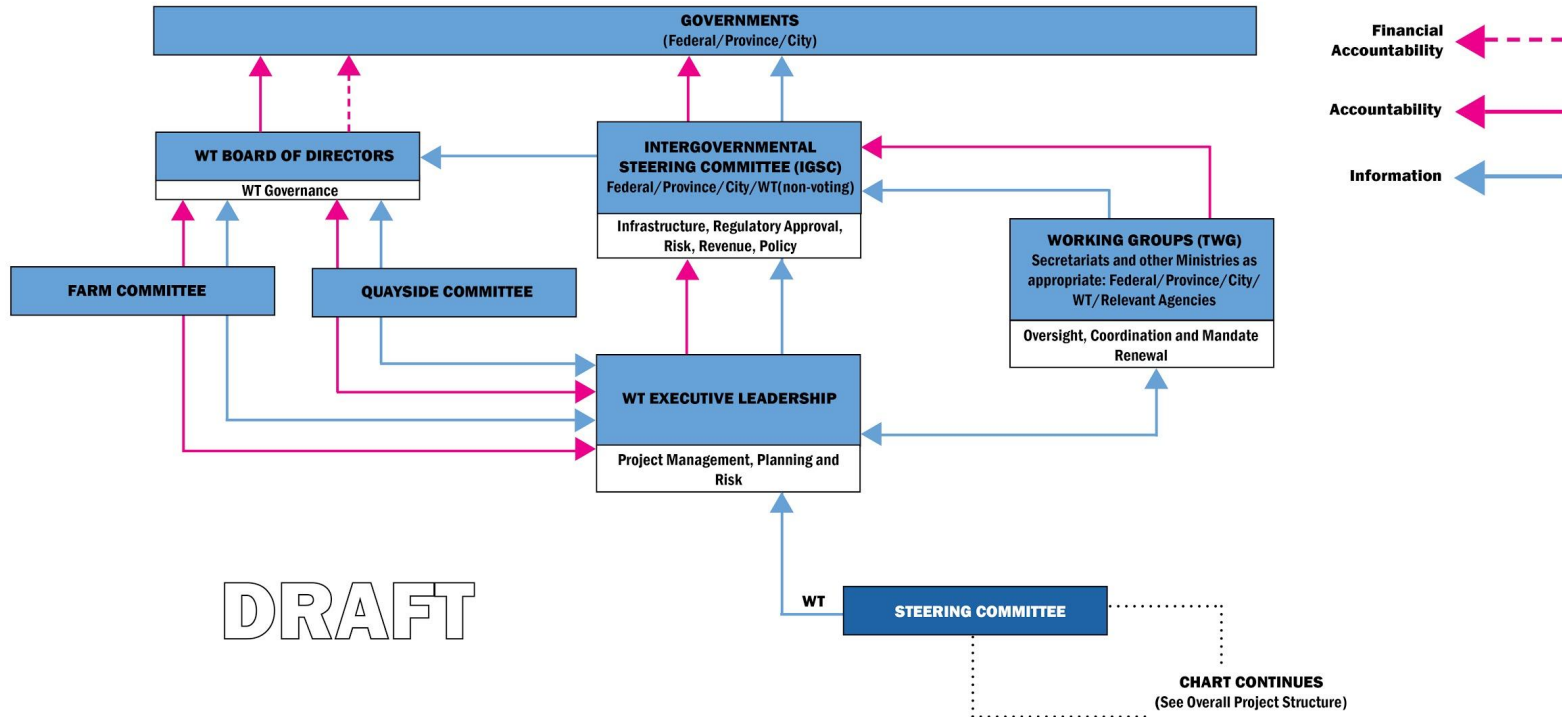
Agenda Item	6.a) Project Management Structure
Purpose	For Information and discussion. This item will involve a review and discussion of the project reporting structures and processes, including the detailed work stream structure for the Quayside Project.
Key Message	A brief slide deck (see attached) has been provided outlining: <ul style="list-style-type: none"> 1. The project reporting structures and processes to guide the Sidewalk Toronto project through the development of the MIDP. 2. The breakdown of the key work streams, 3. WT Quayside project governance and oversight structure
Areas of note/ Key issues	Given the breadth of scope for this project, a structure must be established that captures all work involved in developing the MIDP and achieving project objectives, and which facilitates necessary oversight from the WT/SWL leadership. A structure and process(es) must ensure sufficient integration between work streams, effectively identifying key dependencies in a timely manner.
Expected Outcome	Quayside Committee will review and provide feedback to Management.
Key Takeaways/ Next Steps	Implementation project structure and process(es).

Overall Project Structure (Draft For Discussion)



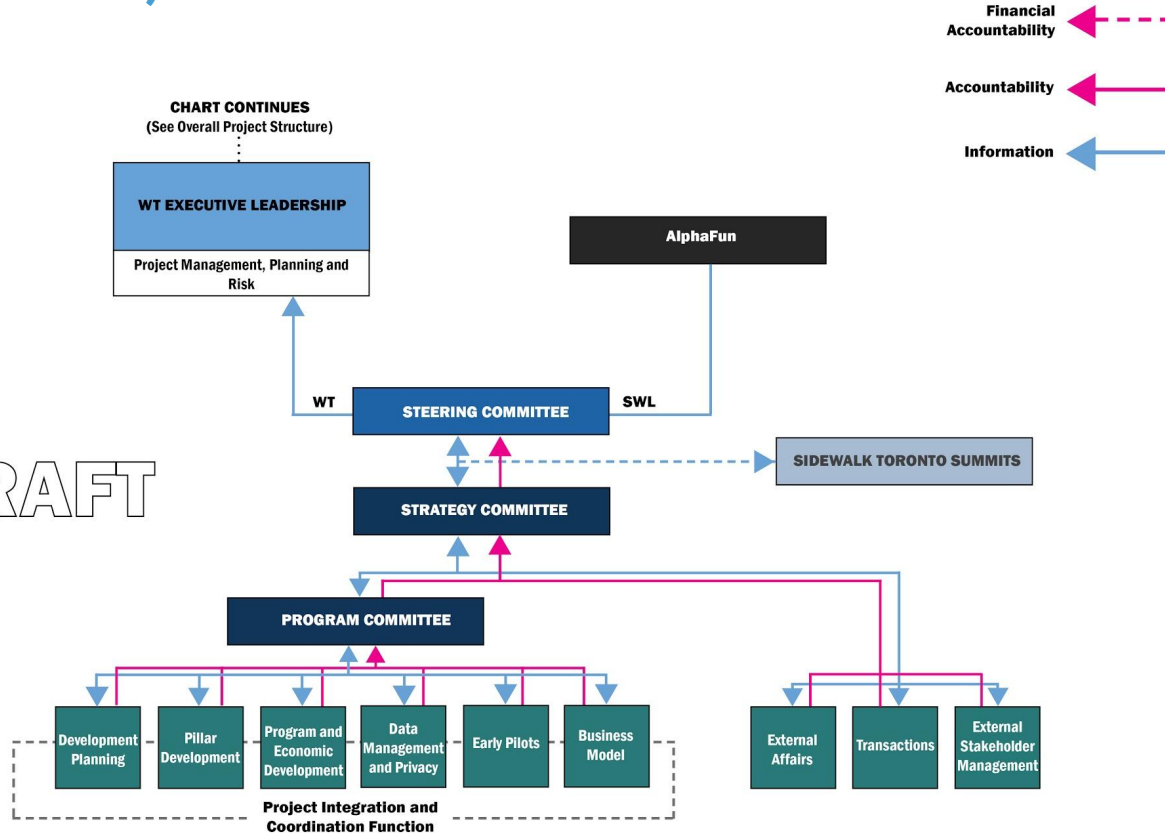
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Quayside Project Governance and Oversight (Draft For Discussion)



The Joint Project Delivery Team and Reporting Structure (Draft For Discussion)

DRAFT



Reporting Committees

<p>Steering Committee (AKA - Project Committee as per Framework Agreement)</p>	<p>Purpose: To discuss and address the highest level strategic and political considerations. A forum for issues resolution.</p>	<p>Chairs: Will Fleissig, Dan Doctoroff Attendees: Meg Davis, Josh Sirefman</p>	<p>Frequency: Every 6-8 weeks</p>
<p>Strategy Committee</p>	<p>Purpose: To address strategic and external facing components of the project. This Committee is also responsible for decision-making and guidance related to development of the MIDP, as determined by the Program Committee</p>	<p>Chairs: Meg Davis, Josh Sirefman, Micah Lasher, Marissa Piattelli Attendees: Kristina Verner, Erik Cunningham, Carol Webb, Jonathan Winer...</p>	<p>Frequency: Bi-Weekly</p>
<p>Program Committee</p>	<p>Purpose: To serve as the primary integrating body for all content-producing Work Streams. This Committee is responsible for reconciling the MIDP specific content developed in the work streams and integrating the Quayside development program with the Quayside site planning process. This Committee will ensure all Work Streams are aligned and will set expectations for deliverables and milestones over the course of the year. This committee is also responsible for monitoring risk for the project and escalating issues of concern to the Leadership Committee to be communicated as required to the Board of Directors.</p>	<p>Chairs: Josh Sirefman? (Andrew Winter?), Meg Davis? Attendees: All applicable Work Stream and Pillar Leads</p>	<p>Frequency: Bi-weekly</p>
<p>Sidewalk Toronto Summit</p>	<p>Purpose: To function as a checkpoint and overarching decision making body for the SWT project. To keep the project on track, it will be used to set internal deadlines where specific deliverables from the work streams will be presented and discussed.</p>	<p>Chairs: ???</p>	<p>Frequency: Quarterly</p>
<p>Project Integration and Coordination Function</p>	<p>Purpose: A weekly caucus between workstream leads (or each designate responsible for integration) to discuss interdependencies between work streams. The project risk registry is maintained and updated via these sessions.</p>	<p>Facilitators: Jeff Ross, Steven Turell, Laura Capucilli Attendees: All applicable work stream “Integration Designates”</p>	<p>Frequency: Weekly</p>

Work Streams

(1) Development Planning	(2) Pillar Development	(3) Program & Economic Development	(5) Transaction	(6) Data Mgmt & Privacy	(8) Early Pilots
MIDP Structure	Sustainability & Infra.	Affordable Housing	PDA/IA & Corporate Structure	Data Governance	Pilots & Explorations
Quayside Development	Public Realm	Urban Innovation Institute	Procurement	Privacy	(9) Internal Stakeholder Mgmt
Villiers & Eastern Waterfront Development	Mobility		Land Valuation	(7) External Affairs	Board Engagement
Budget	Built Environment	(4) Business Model	IP	Regulatory Policy and Government Engagement	Alphafun Engagement
BIP	Community & City Services	Financial Model		Public Engagement	
	Digital Platform	Partnerships		Communications	
	Model			Creative Production	