Community Health Needs Assessment

Date:	January 31, 2022
Department, GM:	Community Development, Kate Zanon
Project Manager:	Sophie Thomas
Staff Lead:	Sophie Thomas
Project Origin:	☐ Council Motion # ☐ Staff Initiated ☒ Other: Phase 2 of Council's Strategic Plan Projects
Priority Area:	☐ Exceptional Service ☐ Environmental Leadership ☒ Healthy City ☐ Economic Prosperity ☐ Community Evolution

Strategic Alignment	3.2 **Provide local services and access to amenities for residents of all ages and abilities.**
	   • Ensure plans and programs take into account the diverse needs of residents and factors related to age and other demographics such as income, languages, housing types, and abilities.
	   • Consider accessibility when planning and designing programs, services, facilities, parks, and infrastructure.

Proposed Priority	☐ Priority Level 1 ☒ Priority Level 2 ☐ Priority Level 3

Project Description

A Community Health Needs Assessment provides a framework of understanding to effectively plan programs and services that promote healthy living and responds to gaps with a focus on residents of all ages and abilities. Port Moody's Community Health Needs Assessment will set targets for services across the spectrum of current and emerging health and service needs and recommend policy directions and actions to support residents as needs change over time.

Relevant Background

During the Council Strategic Plan creation in 2019, a Community Health Needs Assessment (CHNA) was determined as a strategic project. As there is currently no one on staff whose position is designated to conduct this type of work, staff completed a scoping analysis to clarify vision, scope, budget, and need.

This project proposal presents the outcome of that scoping analysis for council consideration.

Project Objectives

The purpose of the Community Health Needs Assessment is to assess services and programs throughout the community to establish community health priorities and identify health disparities and inequities. The outcomes of this assessment establish the targets and tools necessary for the

City to assist community members in achieving desired health outcomes, along with providing the baseline data required to track changes over time.
- To establish a comprehensive engagement plan to maximize research participation equity.
- To understand existing health inequities across all demographics.
- To identify opportunities to strengthen strategic priorities.
- To strengthen public participation in community program development.
- To strengthen partnerships between the City and other service organizations.
- To establish community baseline data for ongoing evaluation.
- To create a monitoring and evaluation framework to meet target deliverables and identify challenges in doing so.

Scope	
In Scope	Focusing on the geographical boundaries of the City of Port Moody: - Meeting with City staff teams to establish the project vision. - Establish research method and tools with the aim of diversifying methodological approach and broadening engagement options through a series of complementary approaches (e.g. interviews, focus groups, surveys, etc.). - Identify unique opportunities to engage challenging demographics (e.g. language barriers, new community members, unhoused, etc.). - Identify and assess health inequities. - Identify impacts on existing City Strategic Plan. - Establish priorities for short, medium, and long range objectives, identifying resources needed to achieve each. - Assist in delivering findings back to the community to ensure continuity and finality in communication on this project and its future objectives.
Out of Scope	- Changes to service delivery or new program planning.

Work Plan Overview	
Project start date: [Start date]	**Project end date:** [End date]
Deliverable/Milestone:	*Date:*

[First deliverable/milestone - e.g., Contract initiation, Kick-off meeting, Draft RFP]	[Month, Year OR Quarter, Year]
[Final deliverable/milestone - e.g., Report to Council, Present Study, Adopt Bylaw]	

Budget	
Budget Source: To be determined	
Consultant	Up to $80,000
Staff support (Social Planning, Communications, Development Planning, Community Services)	In-Kind
☐ **Request Referral to Finance Committee**	$[Total Cost]

Decision Notes (Corporate Planning Advisor use only)		
Date	**Meeting**	**Decision**