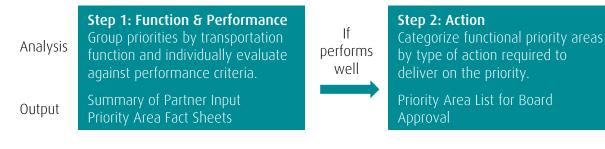# Priority Setting Process

On December 9, 2020, the CRD Board directed staff to develop a list of regional transportation priorities. Staff worked collaboratively, following an iterative process, with partners having jurisdiction over a transportation function to prepare the list.

In order to generate priorities that reflect the regional and sub-regional needs of all CRD communities, and against which the CRD can act, staff used a two-step evaluation process:

Analysis	**Step 1: Function & Performance** Group priorities by transportation function and individually evaluate against performance criteria.	If performs well →	**Step 2: Action** Categorize functional priority areas by type of action required to deliver on the priority.
Output	Summary of Partner Input Priority Area Fact Sheets		Priority Area List for Board Approval

Partners Responsible for a Transportation Function
- 13 CRD Municipalities
- 3 CRD Electoral Areas
- BC Transit
- Ministry of Transportation and Infrastructure (MoTI)
- BC Ferries
- Island Corridor Foundation

Criteria
- Climate action
- Congestion
- Mode share
- Safety
- Affordability

Key findings
1. Two transportation priorities received broad levels of regional support – BC Transit's RapidBus initiative and active transportation / regional trails.
2. All other transportation priorities received varying levels of sub-regional support, reflecting the different needs of communities across the region; rural and remote communities require different solutions than the urban core and more densely populated centres.
3. Internal point allocation was intentional to drive focus on the transportation priorities of most significance to partners.
4. Partners noted that they support areas to which they did not allocate points, indicating some priorities have broader levels of support than the summary suggests.

Process Steps

1 Identify Partner Priorities
- CAOs / senior executive identify staff technical expert (staff) as contact
- Staff identify top three or four transportation priorities
- Staff assign points to indicate the relative level of importance for their own respective priorities
- Submit priorities to CRD staff

2 Collate and Analyze
- CRD staff grouped like priorities by transportation function to produce the input summary table
- CRD staff analyzed the priorities against criteria to evaluate how each performs in relation to achieving transportation objectives
- CRD staff worked collaboratively with partners to confirm groupings and adjust weighting of their respective priorities
- Some partners sought Council approval of priorities, as required by their own internal processes

3 Validate
- CRD executive validated input with local area administrators
- Proposed list of priorities prepared for Board consideration

4 Board Prioritizes
- CRD staff reports back with draft priorities list and coordination mechanisms
- Seek Board confirmation of priorities
- Seek Board direction to develop implementation strategies for each of the approved priorities