

BRIEFING

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Item # 5.2.2

City Manager's Office Briefing to
Priorities and Finance Committee
2021 February 16

ISC: UNRESTRICTED
PFC2021-0118

The City of Calgary's Privacy Management Program 2020 Annual Report

PURPOSE OF BRIEFING

On 2020 January 27, Council directed the City Clerk to provide an annual report to the Priorities and Finance Committee on The City's privacy management program. The purpose of this briefing is to provide information on The City of Calgary's ("The City's") 2020 key privacy activities, as well as the current state of the essential elements of the program to demonstrate The City's commitment to building and maintaining the trust of citizens and employees.

SUPPORTING INFORMATION

In Alberta, the *Freedom of Information and Protection of Privacy Act* ("FOIP Act") requires The City to protect the privacy of individuals by controlling the manner in which The City collects, uses and discloses personal information. The *FOIP Act* further provides that the head of a public body must protect personal information by making reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure or destruction of personal information.

Over the course of 2020, the City Clerk's Office focused on developing a privacy management program that is consistent with the *FOIP Act*, and follows the guidance provided to public bodies by the Office of the Information and Privacy Commissioner of Alberta. A comprehensive privacy management program provides the following value to The City and the public:

- Ensures The City is compliant with Alberta's *FOIP Act*;
- Provides an effective mechanism to demonstrate compliance to Alberta's Information and Privacy Commissioner;
- Fosters a culture of privacy;
- Eliminates or reduces privacy-related risks; and
- Builds and maintains trust with employees and the public.

The Attachment, *Privacy Management Program 2020 Annual Report*, provides information on The City's key privacy activities, significant accomplishments and initiatives, and outlines the status of the privacy management program and the next steps.

Next Steps

As part of Administration's response to Councillor Diane Colley-Urquhart's Notice of Motion (C2019-0560), *City of Calgary Citizen Privacy Data Practices*, an external privacy expert was engaged to conduct a privacy gap assessment. Following receipt of the privacy expert's final recommendations in Q1 2021, the City Clerk will provide a report to Council on 2021 March 22 regarding the following results:

- Privacy expert's privacy gap assessment and recommendations; and
- Privacy Framework 2019-2021 Workplan, adopted by Council on 2020 January 27, to respond to Notice of Motion (C2019-0560), *City of Calgary Citizen Privacy Data Practices*, by developing a visible, accessible and overarching strategic Privacy Framework.

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ATTACHMENT

1. Attachment – *Privacy Management Program 2020 Annual Report*