

Amendments to Council Policy on Recordings of Legislative Meetings

RECOMMENDATION:

That the Executive Committee recommend that Council adopt the proposed amendments to the Council Policy on *Recordings of Legislative Meetings* (CP2023-02) outlined in Attachment 1.

HIGHLIGHTS

- This report presents proposed amendments to the Council Policy on *Recordings of Legislative Meetings* (CC001) (“the Policy”) to align with the current operational practice of retaining legislative meeting recordings for two Council terms, or eight years.
- What does this mean for Calgarians? The proposed amendments support longer public access to recordings of legislative meetings.
- Why does this matter? Better public access to past legislative meetings promotes transparency and public participation in municipal government.
- Proposed amendments to the Policy are included as Attachment 1.
- Background and Previous Council Direction are included as Attachment 2
- Alignment with Council’s Focus Area: Modernizing Government

DISCUSSION

The Policy currently outlines a four-year retention period for video recordings of Council and Council Committee meetings, and meetings of certain Boards, Commissions, and Committees (“BCCs”).

The proposed amendments respond to previous Council direction and align with current video retention practices. In addition, the proposed amendments clarify that the Policy applies to the recordings of meetings of Council, Council Committees and BCCs for which the City Clerk’s Office provides legislative meeting services.

The Policy changes include improved alignment with Municipal Government Act (“MGA”) amendments that removed the requirement for meeting minutes to be recorded without note or comment. The Policy changes also clarify that legislative meetings held in closed meeting, held in locations outside the Municipal Complex, and held in non-video capable locations will not be video recorded.

The Policy also provides that the deletion of video recordings will be postponed in response to an access to information request under the *Freedom of Information and Protection of Privacy Act*, or for use in a court or administrative proceeding, until such matters are completed.

In addition to the proposed amendments, the Policy was also transferred to the current Council Policy template and assigned an updated policy number.

EXTERNAL ENGAGEMENT AND COMMUNICATION

- | | |
|--|---|
| <input type="checkbox"/> Public engagement was undertaken | <input type="checkbox"/> Dialogue with interested parties was undertaken |
| <input type="checkbox"/> Public/interested parties were informed | <input checked="" type="checkbox"/> Public communication or engagement was not required |

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IMPLICATIONS

Social

Longer retention of legislative meeting recordings aligns with the Council Policy on *Social Wellbeing (CP2019-01)* by improving accessibility to records of Council and Council Committee decision-making and opportunities for civic participation.

Environmental

Not applicable

Economic

Not applicable

Service and Financial Implications

No anticipated financial impact.

RISK

No anticipated financial impact

ATTACHMENTS

1. Proposed Council Policy on Recordings of Legislative Meetings (CP2023-02)- Blacklined version
2. Background and previous Council direction
3. Presentation

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
Jill Floen, City Solicitor and General Counsel	Law, Legislative Services and Security	Approve
Kate Martin, Director/City Clerk	Law, Legislative Services and Security	Approve