

People, Innovation and Collaboration Services Briefing to
Executive Committee
2025 March 11

ISC: UNRESTRICTED
EC2025-0056

2021-2024 Council Policy Review Update

PURPOSE OF BRIEFING

- The Council policy on the *Council Policy Program (CC046)* requires that all Council policies undergo a formal review every four years.
- This report fulfills the requirement that People Innovation and Collaboration Services (PICS) Service Excellence report on outcomes at the end of the fourth year of the formal review.
- What does this mean to Calgarians? A periodic review of Council policies ensures Council policies are current, relevant and aligned with Council's objectives, priorities and resolutions.
- Why does this matter? Current and relevant Council policies that are aligned to Council priorities promote good governance and ensure consistent and transparent delivery and operation of services, programs and facilities that are necessary or desirable for The City.

SUPPORTING INFORMATION

The Municipal Government Act, RSA 2000 c. M-26 ("the MGA") provides that Councillors have a duty to participate generally in developing and evaluating the policies and programs of the municipality. The Council Policy Program policy requires that all Council policies undergo a formal review every four years.

PICS Service Excellence manages the Council Policy Program and maintains a Council Policy Library which is available online to all Members of Council, Administration and the public. This program and library was transitioned to PICS from City Clerk's in May of 2024.

PICS Service Excellence supports Council policy owners in completing the formal review by:

- Providing resources on the Council policy review process and evaluations;
- Providing feedback on proposed Council policy changes and ensuring the appropriate approval processes are followed; and
- Ensuring the Council Policy Library is updated by publishing new and amended Council policies following Council's approval.

In 2021, 95 Council policies requiring minor revision, amendment or rescindment were scheduled for work in 2022 – 2024. Thirteen policies were reviewed with no changes planned.

As of 2024 December 31, 18 policies have been updated, eight new policies have been created and 14 policies have been reviewed with no changes needed. A further 35 policies are in progress, with another 43 pending. Twenty-one policies have been rescinded.

Policy initiatives are sensitive to changing priorities and shifting workloads within services. In the seven months since assuming responsibility for this program, the service has observed that the responding to emerging events and prioritized projects can temporarily divert resources from policy development work.

Over the next four-year review cycle, the Governance and Policy team will strengthen relationships with Services and explore and implement actions to support advancement of policy reviews and updates.

ATTACHMENT(S)

1. Attach 1 – Council Policy Review Program 2021-2024

BRIEFING

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General Manager Chris Arthurs concurs with the information in this Briefing.