



## Council Policy Review Program 2021-2024

The Corporate Governance Service Line provides guidance and documentation to support services to create and revise Council policies. Responsibility for this program was transferred to People, Innovation and Collaboration Services (PICS) Service Excellence in May of 2024.

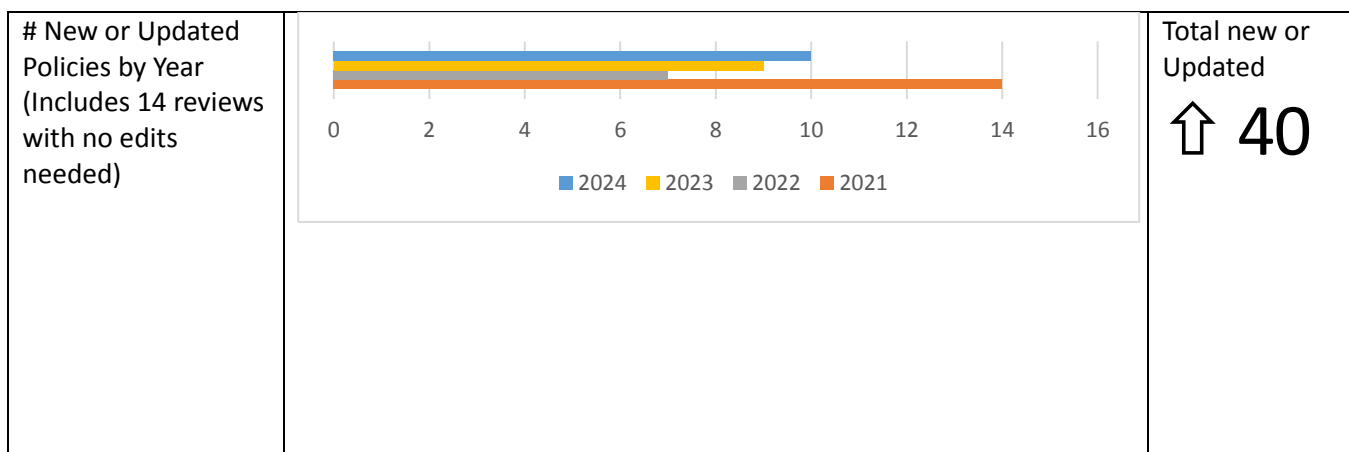
In 2021, service lines committed to review all Council policies and make applicable revisions by the end of 2024. In 2021, all 130 existing policies were reviewed by the responsible services, and one of four actions were identified for each policy: no change, minor revision, amendment or rescindment. Service lines projected target completion date by the end of 2024. Although work on many policies has started, not all policies intended for updates were completed by the end of 2024.

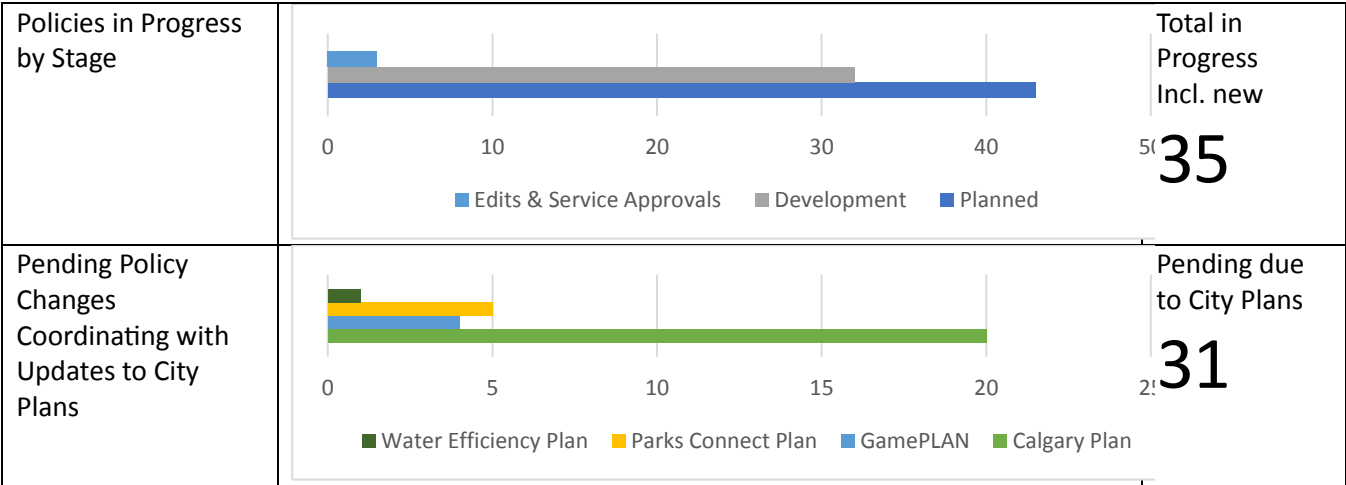
Following transfer of this program to PICS in spring of 2024, Business Strategists established connections with policy leads and updated resources documents to align the Administration and Council policy programs. The team also extended the scope of the Policy Review Committee to include Council policies. The Policy Review Committee is an advisory panel formed in December of 2023 and is composed of representatives from 20 cross-corporate initiatives and enabling partners. Policy reviews by the Committee strengthen the connection between, and influence of, key programs and services on City policies. Inclusion of Council policy reviews in the Policy Review Committee agendas began in Q3 2024.

Over the next four years, Governance and Policy team will strengthen relationships with policy leads, learn more about factors that affect policy update progress, and develop additional tools and processes.

### Policies Up to Date & Published

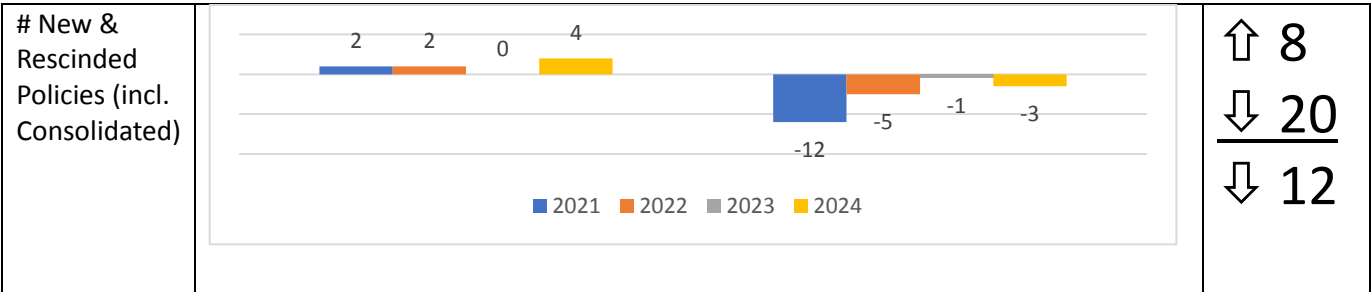
- Pace of policies being updated has accelerated over 2023-2024.
- Policy initiatives are sensitive to changing priorities and shifting workloads within service lines. Several policies are also being developed in conjunction with an overall strategy or plan and these projects have also been extended.



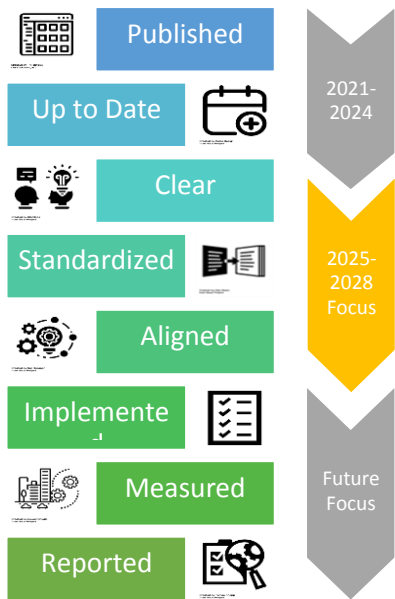


### Policies are Standardized (type of direction in policies)

- During policy updates, service lines are clarifying policy direction by creating new policies as well as consolidating and rescinding policies.



### Eight Policy Qualities



City policies are expected to demonstrate the following qualities: Published, Up to Date, Clear, Standardized, Aligned, Implemented, Measured and Reported. The 2021-2024 cycle focused on improving published and up to date. The 2025-2028 cycle will emphasize clarity, standardization and alignment.

Starting in 2025, the Governance and Policy team will begin working with leads to more consistently incorporate plain language and template guidance into Council Policies (clarity and standardization), while continuing to facilitate review with representatives from City programs, services and strategies to ensure policies are aligned with Corporate direction.



## Policy Reviews Completed this Cycle

Policy Name	Service
Calgary Parking Policies	Parking
Civic Recognition on the Death of a Current or Former Member of Council	Council and Committee Support
Code of Conduct for Public Members Appointed to Council Established Boards, Commissions and Committees	Council and Committee Support
Corp. Facility Planning & Delivery	Facility Management
Corporate Public Art Policy	Arts & Culture
Council Orientation	Council and Committee Support
Engage Policy	Citizen Engagement and Insight
Festival and Event Policy	Arts & Culture
Governance and Appointments of Boards, Commissions and Committees	Council and Committee Support
Indemnification of Council Citizen Appointments to Council	Legal Services
Indemnification of Members of Council	Legal Services
Integrated Risk Management	Executive Leadership
Investment and Governance	Financial Support
Municipal Complex Commemoration	Facility Management
Naming of City Assets Policy	Infrastructure & Engineering
Neighbourhood Streets Policy	Streets
Non-Market Housing Land Disposition Policy	Affordable Housing
Non-Profit Tax Mitigation Policy	Taxation
Parks Foundation, Calgary Investment	Financial Support
Pest Management Policy	Parks & Open Spaces
Plaque Policy	Council and Committee Support
Plus 15 Policy	Sidewalks and Pathways
Policy on Regional Water, Wastewater and Stormwater Servicing	Climate & Environmental Mgmt
Proclamations and Letters of Recognition	Council and Committee Support
Public Value Through Procurement	Procurement and Warehousing
Recognitions by Council	Council and Committee Support
Recordings of Legislative Meetings	Council and Committee Support
Related Party Disclosure Policy for Members of Council	Financial Support
Remuneration and Expenses for Public Members Serving on Council-Established Boards, Commissions and Committees Policy	Council and Committee Support
Roadside Memorials Policy	Streets
Scholarship Program	Financial Support
Source Water Protection Policy	Climate & Environmental Mgmt
Sponsorship of City Assets Policy	Infrastructure & Engineering
Sustainable Building Policy	Climate & Environment Mgmt
Swearing In Ceremony	Council and Committee Support
Tax Relief Delegated to Administration Policy	Taxation
User Fees and Subsidies	Executive Leadership
Ward Boundary Determination and Review	Municipal Elections
Whistle Blower Policy	City Auditor's Office
Winter Maintenance Policy	Streets





## Policy Reviews in Progress

Policy Name	Service
Bicycle Policy	Sidewalks and Pathways
Budget Reporting	Financial Support
Calgary Civic Arts Policy	Arts & Culture
Calgary Corporate Accessibility	Community Strategies
Complete Streets Policy	Streets
Corporate Fuel Management Policy	Climate & Environmental Mgmt
Council Policy Program	Corporate Governance
Cultural Landscape Policy	Parks & Open Spaces
Dangerous Goods Route Network Development Policy	Streets
Debt	Financial Support
Enhanced Maintenance Agreement and Infrastructure Agreements	Parks & Open Spaces
Environmental Policy	Climate & Environmental Mgmt
Family & Community Support Svc.	Community Strategies
Fiscal Stability Reserve	Financial Support
Franchise Fee/MCAF Revenue Budgets and Variances	Financial Support
Greater Prince's Island Park Master Plan	Parks & Open Spaces
Griffith Woods Natural Environment Park Mgmt and Policy	Parks & Open Spaces
High Load Truck Route Network Development Policy	Streets
Integration of Emergency Services into the Land Use, Infrastructure and Mobility Planning Policy	Fire and Emergency Response
Investing in Partnerships Policy	Econ. Dev't & Tourism
Multi-Year Business Planning & Budgeting	Executive Leadership
Municipal Development Plan	City Planning and Policy
Oil, Gas and Aggregate Extraction Policy	Climate & Environmental Mgmt
Open Space Plan Policy	Parks & Open Spaces
Pedestrian Policy	Sidewalks and Pathways
Plain Language Policy	Strategic Marketing and Communications
Property Tax Policy	Taxation
Reserves	Financial Support
Residential Street Design Policy	Streets
Slope Stability Management Policy	Streets
Social Wellbeing	Community Strategies
Streetlight Standards and Sign Poles - Colour of Paint Policy	Streets
Triple Bottom Line Policy	City Planning and Policy
Truck Route Network Dev't Policy	Streets
Welcoming Community	Community Strategies



## Policy Reviews in Planning Phase

Policy Name	Service
Acceptable Use of City Technology Resources-Members of Council	Mayor and Council
Assistants Severance Policy	Mayor and Council
Biodiversity-Policy	Climate & Environmental Mgmt
Calgary Heritage Strategy and Policy	City Planning and Policy
Comm. Capital Conservation Grant	Facility Management
Communication Research and Office Support Policy-Ward Budget-Office of the Councillors	Mayor and Council
Community Services Program	Recreation Opportunities
Council Strategic Initiative Fund Guidelines	Mayor and Council
Councillor Assistants and Staff Parking and Travel Plan Policy	Mayor and Council
Councillors Assistants Policy	Mayor and Council
Disclosure Policy for Members of Council	Mayor and Council
Elected Officials Benefit Pension Policy	Mayor and Council
Environmental Development Review Policy	Climate & Environmental Mgmt
Flag	Council and Committee Support
Indigenous Policy	Corporate Governance
Information Management and Computer Resources	Mayor and Council
Learning and Development Policy for Councillors	Mayor and Council
Lease Policy for Non-Profit Organizations in City-Owned Bldgs Intended for Future Demolition	Real Estate
Lease/License of Occupation to Community Organizations	Neighbourhood Support
Members of Council Remuneration Policy	Mayor and Council
Office of the Councillors Work Experience Policy & Agreement	Mayor and Council
Parks Urban Forest Strategic Plan	Urban Forestry
Policy to Alleviate Funding Shortfalls for Community Capital Projects Managed by The City of Calgary	Neighbourhood Support
Posting Councillor Ward Budgets and Expenses Policy	Mayor and Council
Procedures for Disposing of Surplus School Sites and Facilities Policy	City Planning and Policy
Professional Services over \$250,000 – Circ. to Council Members	Procurement and Warehousing
Public Notice and Legal Advertising Policy	Citizen Information and Services
Public Use Policy	Recreation Opportunities
Public-Private Partnerships (P3)	Financial Support
Records Management Policy for Councillors	Mayor and Council
Reporting Policy for Council Members Attending FCM and AUMA Annual Conferences	Mayor and Council
Roundabout Policy	Streets
Slope Adaptive Development Guidelines Policy	City Planning and Policy
Sport for Life Policy	Recreation Opportunities
Surface Transportation Noise	City Planning and Policy
Telecommunication Antenna Structures on Municipal Property	Real Estate
Transit Oriented Development Policy Guidelines	City Planning and Policy
Transparency and Accountability	Mayor and Council
Transportation Corridor Study	Streets
Urban Park Master Plan and Policy	Parks & Open Spaces
Water Management Strategic Plan	Parks & Open Spaces
Wetland Conservation Plan and Policy	Climate & Environmental Mgmt
White Hat Presentation Policy	Mayor and Council