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**Policy Title: Civic Partners Review Reserve-Terms of Reference Policy**

**Policy Number: CSPA005**

**Report Number: CPS2004-63**

**Approved by: City Council Effective**

**Date: 2004 September 13<sup>th</sup>**

**Business Unit: Calgary Neighbourhoods**

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## **BACKGROUND**

The Civic Partnerships Review Reserve is funded from a portion of the remaining balance of the Family & Community Support Services Agency Review Reserve (CS91-81 and CPS2003-26). Similar in function to the FCSS Agency Review Reserve, the Civic Partnerships Review Reserve will support assessment of the strategic alignment and performance of The City's relationships with not-for-profit autonomous organizations (termed "Civic Partners"). In 2000, Council approved the Autonomous Body Policy and Framework which directed Administration to conduct strategic reviews every five years, prior to the re-negotiation of an agreement or when there is a proposal for major expansion or service change (AC2000-14).

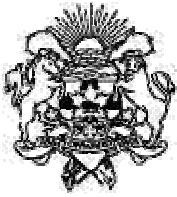
## **PURPOSE**

- To conduct reviews which assess strategic alignment between The City of Calgary and its Civic Partners as recommended in the Civic Partner Accountability Framework. Reviews would be conducted with partners in the following Civic Partner categories: Agencies, Alliances, Joint Ventures, City-Related Entities and Provincially-Legislated Entities.
- To support research efforts to examine The City of Calgary's support of partners within a sector (including, but not limited to Tourism, Heritage, Culture, Arts). The research would be used to gain understanding of trends and to develop strategic approaches for The City of Calgary to support organizations in a given sector.

## **POLICY**

### **CRITERIA:**

The Director of Community Strategies will authorize funding in accordance with Council approved direction (CPS2003-92 Civic Partner Accountability Framework):



- Strategic reviews of an individual Civic Partner organization may be conducted:
- In the year prior to renewing operating agreements and/or leases;
- When a partner proposes a major change in direction (including large capital development projects) while under a current agreement or when a potential partner proposes a relationship with The City of Calgary; or,
- When The City proposes a major change in direction or, is dissatisfied with or concerned about, some aspect of performance while under a current agreement.
- Sectoral reviews may also be conducted.

#### **USE OF FUNDS:**

Funding will be used to support review costs such as:

- Research required for analysis and recommendations to be made to Council;
- Management of a review project in conjunction with designated City staff;
- Other review-related support;
- Expenses associated with any public consultations, surveys, etc.

The results of reviews conducted with funds from this reserve will be utilized as follows:

- A report to Council on the results of a partner review with recommended future directions, including development of strategic plans for the partnership focused on achieving relevant outcomes in line with Council Priorities and The City's commitment to the Triple Bottom Line. Plans would include investment strategies to coincide with and take advantage of 3 year budget cycles and any necessary action plans to remedy misalignments. Findings will be incorporated into new agreements developed with that partner or with partners in a reviewed sector.
- Depending on the particular circumstance, a sector review may also result in policy changes or recommendations, alternative funding strategies, or new partnerships with other orders of government.

#### **PROCEDURE**

None.

#### **AMENDMENTS**

Effective 2016 February 01, Community & Neighbourhood Services became Calgary Neighbourhoods.