



SUBJECT: Accountability and Transparency Policy

TO: Committee of the Whole

FROM: Clerks Department

Report Number: CL-11-17

Wards Affected: All

File Numbers: 110-04-1

Date to Committee: April 3, 2017

Date to Council: April 18, 2017

Recommendation:

Approve the Accountability and Transparency policy attached as appendix A to clerks department report CL-11-17.

Purpose:

The purpose of this report is to implement a policy supporting accountability and transparency in accordance with the *Municipal Act*, S.O. 2001, c. 270(1).

Background and Discussion:

The City of Burlington is required under section 270(1) of the *Municipal Act* to implement a policy outlining the manner in which it will try to ensure that it is accountable to the public for its actions and that those actions are transparent.

The policy attached as appendix A is not a new policy, however was previously approved within Procedure By-law 37-2014. In order to create a concise and useable document, any unnecessary policies and procedures were removed. This policy has been updated as a Corporate Policy, but no major changes have been made to the content.

The Accountability and Transparency policy outlines the City of Burlington's goals to promote transparency throughout the organization and ensures that the public participate in the decision-making processes. The policy is complementary to several other policies that work in conjunction to achieve this goal. The Engagement Charter,

Procedure By-law, and Records Management policy will function with the Accountability and Transparency policy in order to ensure an open government.

Financial Matters:

There are no financial impacts as a result of the approval of this recommendation.

Conclusion:

The Accountability and Transparency policy meets legislative requirements and establishes a tool for encouraging good governance within the City of Burlington. The policy should be used to ensure that the City is operating in a way that promotes transparency and encourages engagement.

Respectfully submitted,

Amber LaPointe

Committee Clerk

905-335-7600 x7862

Appendices:

A. Accountability and Transparency Policy

Report Approval:

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.