



**City of Lloydminster
Request for Decision (RFD)**

Subject Matter: City of Lloydminster's Privacy Policy No. 135-01

Department: Chief of Staff

Presented By: Cindy Perkins

Council Meeting Date: July 17, 2023

Recommendation:

That Council approve Privacy Policy No. 135-01, as amended.

Issue: The City of Lloydminster's Privacy Policy was created to establish structure and guidelines to protect the privacy and confidentiality of personal information that is in its custody or under its control. As well as maintain compliance under *the Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP Act)*.

Background: Council approved the City of Lloydminster's Privacy Policy No. 135-01 on April 16, 2018. As per the Records Management Bylaw No. 15-2022, Administration is required to review all policies every three (3) years. Administration has completed a full review and is proposing to replace the current Policy with this updated version.

The high-level revisions are highlighted on the attached City of Lloydminster's Privacy Policy No. 135-01, and are as follows:

- more detailed definition of personal information;
- provides more detail on what personal information the City collects;
- provides more detail on the purpose of collecting personal information;
- provides more detail on when consent is not required to release personal information.

Options:

1. That Council approve the motion as indicated in the recommendation above.
2. That Council not approve the motion as indicated in the recommendation above.
3. That Council request further information and that the item be brought forward to a future Regular Council Meeting for decision.

Alignment with Strategic Plan: This item is in alignment with the following strategic area: Delivering Good Governance. To provide employees with expectations regarding code of conduct and behaviours towards all City employees and to maintain legislative compliance.

Legal Review: N/A

Governance Implications: Privacy Policy No. 135-01 to replace the existing Policy.

Budget/Financial Implications: N/A

Environmental Implications: N/A



**City of Lloydminster
Request for Decision (RFD)**

Report Approval Details

Document Title:	Draft Privacy Policy No.135-01 .docx
Attachments:	- P-135-01 - Privacy Policy DRAFT 07-2023.pdf
Final Approval Date:	Jul 12, 2023

This report and all of its attachments were approved and signed as outlined below:

Marie Pretty

Doug Rodwell

Dion Pollard