



**City of Lloydminster
Information Report (IR)**

Subject Matter: 2023 Quarter 4 Governance Documents Update

Department: Office of the City Clerk

Presented by: Shannon Rowan

GPC Meeting Date: January 15, 2024

Topic: Administration has completed the fourth quarter (Q4) Governance Document Review.

Background: The attached report outlines all governance documents reviewed, created, or amended within the fourth quarter of 2023, as well as all outstanding items.

As part of the governance document review, Administration has completed a review of three (3) governance documents and brought forward an additional seventeen (17) governance documents for Council's approval.

Objective: To provide the Committee with an update of governance documents on a quarterly basis.

Options:

1. That the Committee accept this report as information.
2. That the Committee request more information and that the item be brought forward to a future Governance & Priorities Committee meeting.

Alignment with Strategic Plan: This item is in alignment with the following strategic area: Delivering Good Governance. Governance documents are reviewed in accordance with the Records Management Bylaw to ensure accuracy and compliance with legislation.

Governance Implications: The quarterly review and update to the Committee is in accordance with the Records Management Bylaw.

Budget/Financial Implications: N/A

Environmental Implications: N/A



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Report Approval Details

Document Title:	Q4 2023 Governance Documents Update.docx
Attachments:	- 2023 Q4 Governance Document Report.docx
Final Approval Date:	Jan 2, 2024

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

Doug Rodwell

Dion Pollard