



TOWN POLICY

COUNCIL POLICY:

Transparency and Accountability Policy

POLICY NUMBER: T-14

RESOLUTION NUMBER: 12-62

ADOPTED: June 12, 2012

Policy Statement:

The Town of Cardston is committed to conducting business in an open and transparent manner and creating a culture wherein Council and Town employees are aware of and understand the principles of transparency and accountability articulated through this policy, and will support and contribute to the spirit and intent of the policy. This policy reflects Council's ongoing effort to support open, transparent and accountable local government.

The purpose of this policy is to:

Define the manner in which Town Council will ensure that it is transparent and accountable to the public for its actions.

Definitions

For the purposes of this policy, the Town of Cardston adopts the following definitions:

Transparency: The principle that the Town of Cardston ensures the decision-making process is open and clear and actively encourages and fosters public participation in its decision-making processes to enhance public trust.

Accountability: The principle that the Town of Cardston ensures access to clear and understandable information and is responsible to the public for decisions and actions.

Policy Statement

The Town of Cardston acknowledges its responsibility to operate in a transparent and accountable manner and shall provide good governance by committing to the following:

- Ensuring transparency and accountability of municipal operations and decision making;
- Taking responsibility for decisions and actions;
- Encouraging public access and participation to ensure that decision making is responsive to the needs of citizens and receptive to their opinions;
- Responding to the needs and opinions of citizens;
- Delivering high quality services to citizens; and





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- Ensuring responsible/appropriate/prudent stewardship and efficient use of public resources.

The Town of Cardston will promote and enable transparent, accountable and open municipal government guided by the following:

- Conduct its business openly, honestly and with integrity;
- Ensure the business of Council is open and easily available to the public through a variety of media;
- Wherever possible, engage citizens and provide opportunities for citizens to participate in and provide feedback on Town programs and services and clarify their priorities about how tax dollars should be spent;
- Make information accessible so that it is consistent with legislative requirements under the Municipal Government Act and the Freedom of Information and Protection of Privacy Act;
- Use transparency and accountability mechanisms, including public engagement that helps to ensure that Council decisions reflect citizen needs and priorities;
- Encourage and enable a culture of proactive disclosure throughout the organization;
- Foster a safe environment that allows all stakeholders to participate freely, without fear of reprisal or retribution.

Successful implementation requires commitment of Council and the leadership of the CAO and senior management to ensure the policies and practices are adhered to throughout the organization and in all interactions with the citizens of Cardston.

