

Wheatland County

Request for Decision

Regular Council Meeting

December 1, 2020

Report prepared by: Mackenzie Maier



Section 14 – Communications and Public Relations Policy Updates

Recommendation from Administration

That Council approve proposed changes to the Section 14 – Communications and Public Relations Policies.

Chief Administrative Officer's Comments

Policies were reviewed by internal committee of four people. Feedback and revisions were completed over the previous three months.

Report

Division N/A

Wheatland County Administration undertook major revisions to policies contained within our current Section 14 – Communications and Public Relations Policies. The scope of this project included updating policy formatting for consistency throughout Wheatland County's policy documents, updating content to ensure that policies are effectively achieving their intended purpose, and improving user-friendliness of our policies by ensuring the content is easier to read and understand for staff and the public.

Relevant Policies, Practices, and Legislation

Section 2 – Corporate and Financial Services Policies

Section 6 – Human Resources Policies

Section 14 – Communications and Public Relations Policies

Alignment with the Strategic Plan

Enhancing public communication and ensuring residents are kept informed of Council priorities and County services.

Response Options

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

Implications of Recommendation

General

If the proposed changes to Section 14 – Communications and Public Relations Policies are approved by Wheatland County Council, the revised policies will be published to the Wheatland County website and saved in the internal folders, accessible to all employees.

Organizational

If the proposed changes to Section 14 – Communications and Public Relations Policies are approved by Wheatland County Council, the responsibilities and procedures within each policy section will take effect immediately.

Financial

Policy amendments did not result in current or future budgets.

Environmental, Staff, and Public Safety

N/A

Follow-up Action / Communications

If the proposed changes to Section 14 – Communications and Public Relations Policies are approved by Wheatland County Council, the revised policies will be published to the Wheatland County website and communicated to all employees.

Report Approval Details

Document Title:	Section 14 - Communications and Public Relations Policy Updates.docx
Attachments:	- Section 14 - Communication and Public Relations Policies_FINAL DRAFT.pdf - Section 14 - Communication and Public Relations Policies_CURRENT.pdf
Final Approval Date:	Nov 23, 2020

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

A handwritten signature in black ink, appearing to read 'V. Jasra', with a stylized, flowing script.

Vinod Jasra

A handwritten signature in black ink, appearing to read 'Brian Henderson', with a stylized, flowing script.

Brian Henderson