

Title: REQUEST FOR DECISION

Policy No: 1014

Approval: Council

Effective Date: January 14, 2014

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (Greenview) will utilize a consistent process when making a Request for Decision to Council in order to facilitate good decision making.

Purpose: To ensure that Council receives Requests for Decision that provide appropriate advice and background materials.

Principles:

1. All non-procedural items included in meeting agendas for a Regular Council meeting, Committee of the Whole or other Committee or Board meetings will utilize a consistent Request for Decision template which will include a recommendation provided by the responsible Manager, General Manager or the Chief Administrative Officer, and structured in the form of a draft recommended motion.
2. With the Request for Decision appropriate background materials shall be provided on the recommended motion and the major options presented.
3. Each Request for Decision to a Regular Council or Committee of the Whole meeting shall show that it has been reviewed by the Chief Administrative Officer, and each Request for Decision to a Board or Committee shall show that it has been reviewed by the General Manager of the department responsible for support services to the Board or Committee.
4. Each Request for Decision shall address necessary legal and financial issues.
5. A member of Council, a Board or Committee may place the recommended motion from the Request for Decision, or any motion they believe appropriate on the floor.

Approval: 14.01.12