

Rescission of Policy SER-006-002 Emergency Services Standard Operating Procedures**Report Purpose**

To seek Council approval to rescind policy SER-006-002 Emergency Services Standard Operating Procedures.

Recommendation

THAT policy SER-006-002 Emergency Services Standard Operating Procedures be rescinded.

Our Prioritized Strategic Goals

Governance Requirement

Report

As part of the process recently undertaken by Legislative and Legal Services to conduct a thorough policy review, SCES identified policy SER-006-002 Emergency Services Standard Operating Procedures for rescission. Emergency Services has been certified to ISO 9001 standard since 2001. This quality management system provides guidance and tools for organizations who want to ensure that their services consistently meet requirements and that quality is consistently improved. The guidelines under this standard require that Emergency Services' quality management system include necessary direction related to the control of documents, such as Standard Operating Procedures (SOPs). For this reason, Emergency Services is requesting that SER-006-002 be rescinded.

Council and Committee History

December 1, 1998 Council approved Policy SER-006-002 Emergency Services Standard Operating Procedures

Other Impacts

Policy: GOV-002-021 Mandatory Review of Bylaws and Policies requires that policies are reviewed on a three-year cycle.

Legislative/Legal: The *Municipal Government Act* (MGA) s. 5 sets out that a municipality has the duties that are imposed on it by enactments and those the municipality imposes on itself as a matter of policy.

Interdepartmental: N/A

Communication Plan

Legislative and Legal Services documents all rescinded policies and will work with SCES to ensure that the Municipal Policy Handbook is updated, and that any webpage or external reference to the policy is updated appropriately.

Enclosure

- 1 SER-006-002 Emergency Services Standard Operating Procedures (current)