



# CITY POLICY

**POLICY NUMBER:** C444

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**REFERENCE:**

City Council 1987 12 08  
Council Minutes 1977 03 29  
Pages 670-676

**ADOPTED BY:**

City Council

**SUPERSEDES:**

C100

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**PREPARED BY:** HSCS Review Task Force

**DATE:** 1987 05 27

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**TITLE:** Human Services Delivery System

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**Policy Statement:**

1. Human Services Department, recognizing the varying nature of services involved, population density and community needs, will deliver their services on a geographic basis wherever possible, and will develop as soon as reasonably possible, common boundaries.
2. Common housing of human services shall be utilized insofar as practicable.

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**The purpose of this policy is to:**

Provide for the efficient and effective delivery of Human Services.

Define "Human Services Departments" as those departments which provide direct people related services to individuals, groups or communities (Parks and Recreation, Social Services).

"Human Services Delivery System" as the coordinated, correlated provision of services by Human Services Departments, and city-related boards and authorities (Edmonton Board of Health and Edmonton Public Library) who choose to participate.

"Common Housing" as joint occupation of accommodation by more than one department/board/authority.

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**This policy is subject to any specific provisions of the Municipal Government Act or other relevant legislation or Union Agreement.**



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## 1. DEFINITIONS

- 1.01 Human Services Department: shall mean the Parks and Recreation, Social Services, Planning, and Bylaw Enforcement Departments.
- 1.02 Related Boards and Authorities: shall mean the Edmonton Board of Health, the Edmonton Public Library and any other city-related bodies who elect to deliver services in co-ordination with Human Services Departments.

## 2. RESPONSIBILITIES

### 2.01 City Council

- (a) to approve policies governing the Human Services Delivery System,
- (b) to approve common housing projects for the Human Services Delivery System,
- (c) to approve any agreements between the City of Edmonton and related boards/authorities.

### 2.02 Executive Committee

- (a) to review proposed policies and common housing projects prior to submission to City Council.

### 2.03 City Manager

- (a) to approve proposals for common housing and appropriate geographic areas prior to submission to Executive Committee or Council.
- (b) to ensure the human services are delivered by Human Services Department in a coordinated and complimentary manner.

### 2.04 General Manager, Finance Department

- (a) to review and approve all proposed capital financing for common housing projects.

### 2.05 General Manager, Edmonton Parks and Recreation

- (a) to advise the Real Estate and Supply Services Department of intentions to redesign, relocate, replace or add to facilities owned or operated by the department involving the delivery of human services,



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- (b) to enter into agreements with the Real Estate and Supply Services Department for participation of the department in a common housing project developed under this policy.

## 2.06 General Manager, Edmonton Social Services

- (a) to advise the Real Estate and Supply Services Department of intentions to redesign, relocate, replace or add to facilities owned or operated by the department involving the delivery of human services,
- (b) to enter into agreements with the Real Estate and Supply Services Department for participation of the department in a common housing project developed under this policy.

## 2.07 Related Boards and Authorities

- (a) to advise the Real Estate and Supply Services Department of intentions to redesign, relocate, replace or add to facilities owned or operated by them involving the delivery of human services,
- (b) to enter into agreements, at their option, for participation of the board/authority in any common housing project developed under this policy.

## 2.08 General Manager, Real Estate and Supply Services Department

- (a) to develop, on the advice of or in consultation with human services departments and related boards/authorities, specific proposals for common housing projects,
- (b) to submit to City Manager, Executive Committee and/or Council, any reports, recommendations relating to common housing of human services,
- (c) to review at regular intervals the need for and practicability of common housing projects for human services and to report to the City Manager thereon,
- (d) to negotiate with developers, owners any agreements for purchase or lease of land or facilities for human services common housing projects,
- (e) to enter into agreements with human services departments and related boards/authorities regarding lease/rental of any common housing project subject to Executive Committee and/or Council.



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2.09 Office of the City Solicitor

- (a) to approve agreements involving related boards/authorities prior to submission to City Manager/Executive Committee/Council.