

## BRIEFING REPORT

**REPORT TOPIC:** COO Organizational Values Policy – For Information

**REPORT TO:** COO Council

**REPORT FROM:** COO Governance Committee

**DATE:** October 7, 2019

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### REPORT PURPOSE:

- Decision-Making - Policy Development/ Enhancement/Regular Review/Approval**
    - Ends Policy
    - Operational Boundaries Policy
    - Council-Staff Relationship Policy
    - Governance Process Policy
  - Council Implementation of Policy**
    - Council-Staff Relationship Policy
  
    - Governance Process Policy
  - Monitoring of Registrar, CEO Report**
    - Ends (critical outcomes) Achievement
    - Operational Boundaries Compliance
  - Council Linkage Report**
  - Incidental Information Report**
    - Registrar, CEO
    - Council President
    - Other: Briefing Report for Information for Council from the Governance Committee
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### BACKGROUND

Usually governing bodies include their shared organizational values in their Council/Board policies as it is usually the Council/Board who endorses the stated values.

In January 2015, as part of its strategic planning, COO developed a statement of shared values. These values were revisited in January 2019 as part of the next stage of strategic planning designed to update the COO Strategic Plan. The values, as stated, were reconfirmed in January 2019.

These values, which have already been approved by Council, have been formatted into a governance process policy which is outlined in Figure 1 below. This policy is now included in the Council Policy Table of Contents and will be the official record of the values until such time as Council again reviews/updates the values in the future.

FIGURE 1 - COO ORGANIZATIONAL VALUES

<b>POLICY TITLE:</b> COO ORGANIZATIONAL VALUES	<b>POLICY SECTION:</b> GOVERNANCE PROCESS	<b>POLICY NO:</b> 4-02	
<b>APPROVED BY:</b> COUNCIL	<b>REGULAR COUNCIL POLICY REVIEW FREQUENCY:</b> EVERY 5 YEARS	<b>MONITORING OF COUNCIL COMPLIANCE WITH POLICY CRITERIA FREQUENCY:</b> EVERY 3 YEARS	
<b>DATE APPROVED:</b> January 2015	<b>PRESIDENT'S SIGNATURE:</b>		
<b>DATE REVIEWED / REVISED:</b> January 28, 2019			

**POLICY**

The COO Organizational Values are beliefs which drive our behaviour and results. Together, with our commitment to success, these are the values that we share and which are embedded in our culture. They are guided by our responsibility to our stakeholders. The stakeholders we serve are at the centre of our purpose and our work.

**VALUES**

**Transparency**

Access to information that is not confidential.

**Accountability**

Accepting responsibility for decisions and actions.

**Integrity**

Acting with conscience, putting aside self-interests and making clear decisions that are aligned with our mandate.

**Efficiency**

Performing properly without wasting resources.