

**STRATEGIC & CORPORATE POLICY**  
**Information Routinely Disclosed**  
**September 2006**

<b>Division</b>	<b>Information</b>	<b>Comment</b>
<b>Strategic &amp; Corporate Policy</b>	All reports, council/committee reports, presentations, speeches and other materials written and prepared for public distribution	Available upon request through our office. Committee/Council reports available through our office or through the Clerk's Department and available electronically on the City's web site.
	All briefing/notes and project files.	Available upon request. These documents are first reviewed to ensure that none of the material is confidential or excluded. If information in these documents is not released, contact with the Corporate Access and Privacy office would first be made to determine the best possible way to proceed.
	Access, Equity and Human Rights Grants Applications	Application available on the City's web site. E-mailed upon request.  Information sessions held for applications. Allocation reports available. These documents are first reviewed to ensure that none of the material is confidential or excluded. If information in these documents is not released, contact with the Corporate Access and Privacy office would first be made to determine the best possible way to proceed.
	Awards administered by the Division	Applications posted on the City's web site – E-mailed upon request. Award winners reported through Committee/Council.
	Special Public Meetings	Notice of meetings posted to the City's Website. Results/deliberations posted to the City's Web site, mailed, or e-mailed upon request.