

**Annual Statistical Report to the Office of the
Information and Privacy Commissioner of Ontario**

Date:	March 22, 2021
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

This report provides a summary of Toronto Public Library's (TPL) 2020 submission to the Information and Privacy Commissioner (IPC) of Ontario in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

FINANCIAL IMPACT

The report has no financial impact beyond what has already been approved in the current year's budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

ALIGNMENT WITH STRATEGIC PLAN

TPL provides its annual report to the IPC in compliance with MFIPPA. The Freedom of Information (FOI) process itself is designed to provide residents of Toronto with increased transparency and accountability by responding to FOI requests. Disclosure of information to the public is in alignment with TPL's 2020-2024 Strategic Plan, namely it provides the vital ingredients for a democratic society.

DECISION HISTORY

At its meeting on March 26, 2007, the Library Board requested staff to report on the annual report submitted to the Information and Privacy Commissioner of Ontario.

ISSUE BACKGROUND

TPL is governed by MFIPPA which requires the Library to submit an annual report to the IPC. One of the IPC's functions is to gather and analyse annual statistics from municipal institutions. This report enables the collection of FOI data on a province-wide basis.

COMMENTS

Overview

The COVID-19 pandemic impacted regular FOI operations. This has been recognized by the IPC. In a March 16, 2020 news release, the IPC informed members of the public that they may experience delays in relation to requests for general or personal information from a public sector organization.¹ TPL staff have nevertheless received communications relating to FOI and processed materials for customers.

TPL received six new requests for access to records in 2020 that met the regulatory requirements under MFIPPA. Of these six requests, two were not pursued by the applicants and three were processed. One request requires additional follow up from the applicant to proceed.

TPL received a Notice of Mediation for one FOI request in 2020. The matter is currently under review by the IPC.

Further to the six requests received in 2020, an additional three requests received in 2019 were processed in 2020 and provided to the applicants.

Routine Disclosure

The Library routinely discloses information to the public. The TPL website provides a wide range of information and includes Library Board agendas, documents and minutes, and other detailed information about library programs and services. Many informal requests for information from the Library were answered by referring requestors to the information that is already public.

Disclosures to Law Enforcement

All instances of disclosure of personal information to law enforcement agencies were in compliance with MFIPPA and followed TPL's policies and procedures.

¹ <https://www.ipc.on.ca/newsrelease/ipc-closure-during-covid-19-outbreak/>

CONTACT

Elizabeth Glass, Director, Policy, Planning and Performance Management;
Tel: 416-395-5602; Fax: 416-393-7083; Email: eglass@tpl.ca.

SIGNATURE

Vickery Bowles
City Librarian