



## STAFF REPORT INFORMATION ONLY

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### Annual Statistical Report to the Office of the Information and Privacy Commissioner (IPC) of Ontario.

<b>Date:</b>	April 30, 2018
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

#### **SUMMARY**

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This report provides a summary of Toronto Public Library's 2017 submission to the Ontario Information and Privacy Commissioner (IPC) in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Toronto Public Library fulfilled its legislative requirements for 2017.

#### **FINANCIAL IMPACT**

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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 report and agrees with the financial impact information.

#### **DECISION HISTORY**

The Library is required to submit a statistical report to the Information and Privacy Commissioner (IPC) of Ontario on an annual basis. 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**

The Toronto Public Library 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.

## COMMENTS

### Overview

The Toronto Public Library received four requests for access to records in 2017 that met the regulatory requirements under MFIPPA. These four requests were resolved routinely. For all requests resolved in 2017, the Library maintained a 100% compliance rate within the timeframes permitted by legislation for processing access requests. There were no appeals to the IPC related to access requests in 2017.

### Routine Disclosure

The Library routinely discloses information to the public. The TPL website provides a wide range of information and includes Toronto Public 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 Library's website.

### Disclosures to Law Enforcement

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

## CONTACT

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## SIGNATURE

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City Librarian