

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

<b>Date:</b>	April 25 , 2022
<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 2021 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**

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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 financial impact statement and agrees with it.

**ALIGNMENT WITH STRATEGIC PLAN**

Toronto Public Library (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

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. This report enables the collection of FOI data on a province-wide basis.

## COMMENTS

### Overview

The COVID-19 Pandemic continued to impact regular FOI operations at TPL in 2021. This has resulted in increased reliance on electronic communications to support the FOI process, enabling TPL to provide the best possible customer service while respecting public health concerns.

The Toronto Public Library received six new requests for access to records in 2021 that met the regulatory requirements under MFIPPA. Of these six requests, five were completed within the statutory timeframe and one required a notice of extension, due to its large scope and a requirement to issue third party notification and to consult with third parties before issuing an access decision.

### Information and Privacy Commissioner Activity

Our 2020 IPC Statistics Report to the Board identified one IPC review underway, related to TPL's response to a FOI request. At the close of 2021, that IPC review was still underway and TPL has yet to receive a final decision or report from the IPC. There were no new IPC reviews initiated in 2021.

### 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 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 policies and procedures.

## CONTACT

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## **SIGNATURE**

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