

Draft Council Policy – City Clerk / FOIP Office
Proactive Disclosure of Completed FOIP Requests



Summary

- Publishing Completed Access to Information FOIP Requests
 - General Requests Only
- Remove notion of “simultaneous” and simultaneous disclosure
- Apply common definitions / practices of "Proactive Disclosure" and 30 day delay for disclosure (after the completed FOIP Request)
- Striking a balance between openness/transparency & socio/political concerns
- Access to Information is the Cornerstone to facilitate democracy



Process

- FOIP Office Discloses Only General FOIP Requests
 - Excludes
 - Requests for Personal Information
 - Third Party Requests
- Disclose 30 days after the completed General FOIP Request
- Sufficient time to:
 - Complete a thorough quality assurance of the disclosure package to exclude third party and personal information
 - Logistics from FOIP Division to Web Content Management to publish the summary and disclosure package



Recommendations

- Receive this report for information and file; or
- Endorse the Draft Policy Statements
- Reconsider Council decision with respect to the development and implementation of a “Simultaneous Disclosure Policy” for FOIP Requests
- Approve a “Proactive Disclosure Policy” for Access to Information FOIP Requests, delay implementation until funds are considered at Council’s 2019-2022 Budget Deliberation



Conclusion

Comments / Questions



Sources

Sources	2012	2013	2014	2015	2016
Personal	91	74	45	82	89
General Public	77	93	84	64	140
Business	97	138	183	175	115
Media	28	44	15	25	32
Interest Grps	16	7	18	10	7
Elected Officials	0	0	1	0	1
Academic	0	0	0	2	1
Total	309	357	346	358	385



Flow Chart

Flow Chart – Proactive Disclosure of Completed Freedom of Information and Protection of Privacy (FOIP) Requests

