



Hamilton

INFORMATION REPORT

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	May 9, 2016
SUBJECT/REPORT NO:	Freedom of Information Quarterly Report (January 1 to March 31) (CL16003) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Lisa Barroso, Manager, Records / Freedom of Information 905 546-2424 x2743
SUBMITTED BY:	Rose Caterini City Clerk City Manager's Office
SIGNATURE:	

Council Direction:

As directed by Council in 2004, quarterly reports on Freedom of Information activity are presented to the Audit, Finance & Administration Committee. The intent of these reports is to keep the Committee and Council informed of the types and numbers of requests received and processed under the Municipal Freedom of Information and Protection Act.

Information:

Listed on Appendix "A", attached to Report CL16003, are details of the Freedom of Information requests received during the first quarter of 2016 from January 1 to March 31. These details include the length of time it took to process each request, the status or disposition of the request, the type of request, and the originator of the request, based on the categories set by the Information & Privacy Commissioner. We also include the total of time spent by each city department on Freedom of Information requests.

Beginning in 2016, an additional column has been added to provide a general description of the type of records being requested.

Should Committee and Council wish to address a specific access request identified in this report, the matter would have to be dealt with, in closed session, in accordance with the Municipal Act and the City's Procedural By-law.