

INFORMATION REPORT

TO: Chair and Members

Audit, Finance & Administration

Committee

COMMITTEE DATE: May 13, 2013

SUBJECT/REPORT NO:

Freedom of Information Quarterly Report (January 1 to March 31, 2013) (CL13001)

(City Wide)

SUBMITTED BY:

Rose Caterini City Clerk

Corporate Services, Clerk's Division

SIGNATURE:

PREPARED BY:

Lisa Barroso 905 546-2424 x2743

WARD(S) AFFECTED: CITY WIDE

Council Direction:

In response to direction given 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 of requests received under the <u>Municipal Freedom of Information and Protection Act</u> and what, if any, exemptions have been applied to municipal records.

Information:

Listed on Appendix "A" attached to Report CL13001 are details of the Freedom of Information requests received during the first quarter of 2013 from January 1 to March 31. These details include the length of time it took to process each request and the status of the request, noting which exemptions, if any, were applied, as well as the type of request, and the originator of the request, based on the categories of private citizen, business and media. We also include the total of time spent by each city department on Freedom of Information requests for each quarter.

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.

File #	Information Requested From	Date Received	Date Completed	No. of Days to Finish	Disposition of Request	Clerk Time (Min.)	City Manager	Community Services	Corporate Services	Emergency Services	HRC	Human Resources	Legal Services	Mayors Office	Planning Economic Development	Public Health	Public Works	Purchasing	Source - Personal, Business, Media
13-001 G	Planning & Economic Development	Jan 3/13	Feb 4/13	30	No Responsive Records	88	0	0	0	0	0	0	0	0	10	0	0	0	Р
13-002	Public Works, Emergency Services, Planning & Economic Development	Jan 3/13			In Progress														В
13-003 G	Planning & Economic Development	Jan 7/13	Feb 14/13	30	All Disclosed	120	0	0	0	0	0	0	0	0	15	0	0	0	Р
13-004 G	Planning & Economic Development	Jan 15/13	Mar 3/13	30	Partial Disclosure	438	0	0	3	0	0	0	0	0	80	0	0	0	Р
13-005 G	Planning & Economic Development	Jan 17/13	Jan 30/13	13	Partial Disclosure	471	0	0	3	0	0	0	0	0	39	0	0	0	Р
13-006 G	Planning & Economic Development	Jan 24/13	March 7/13	41	Partial Disclosure	49	0	0	0	0	0	0	0	0	0	0	0	0	Р
13-007 G	Planning & Economic Development	Jan 28/13	Feb 1/13	4	No Responsive Records	117	0	0	0	0	0	0	0	0	20	0	0	0	Р
13-008 G	Planning & Economic Development	Jan 28/13	Mar 7/13	37	Partial Disclosure	144	0	0	0	0	0	0	0	0	80	0	0	0	В
13-009 G	Planning & Economic Development	Feb 7/13	Mar 19/13	39	Partial Disclosure	374	0	0	4	0	0	0	0	0	40	0	0	0	В
13-010 G	Planning & Economic Development	Feb 11/13	Mar 18/13	34	Partial Disclosure	318	0	0	0	0	0	0	0	0	20	20	0	0	Р
13-011 G	Public Works	Feb 13/13			In Progress														М
13-012 G	Public Works	Feb 13/13			In Progress														М
13-013 G	Public Works	Feb 13/13			In Progress														М
13-014	G CityHousing Hamilton	Feb 19/13	Feb 19/13	0	Transferred to another insitution for processing	89	0	2	3	0	0	0	0	0	0	0	0	0	Р
13-015	G CityHousing Hamilton	Feb 19/13	Feb 19/13	0	Transferred to another insitution for processing	4	0	0	0	0	0	0	0	0	0	0	0	0	Р
13-016	G CityHousing Hamilton	Feb 19/13	Feb 19/13	0	Transferred to another insitution for processing	26	0	0	0	0	0	0	0	0	0	0	0	0	Р
13-017 G	G Corporate Services	Feb 19/13			In Progress														Р
13-018 G	G Corporate Services	Feb 19/13	Feb 19/13	0	Transferred to another insitution for processing	52	0	8	0	0	0	0	0	0	0	0	0	0	Р
13-019 G	Planning & Economic Development	Feb 19/13			In Progress														Р
13-020 G	Public Works	Feb 21/13			In Progress														Р

File #	T y p e	Information Requested From	Date Received	Date Completed	No. of Days to Finish	Disposition of Request	Clerk Time (Min.)	City Manager	Community Services	Corporate Services	Emergency Services	HRC	Human Resources	Legal Services	Mayors Office	Planning Economic Development	Public Health	Public Works	Purchasing	Source - Personal, Business, Media
13-021	G	Planning & Economic Development	Feb 21/13	Mar 7/13	14	Available directly through department	72	0	0	0	0	0	0	0	0	8	0	0	0	В
13-022	G	Public Works	Feb 21/13			In Progress														М
13-023	G	Corporate Services & Legal Services division	Feb 21/13			In Progress														В
13-024	G	Planning & Economic Development	Feb 22/13			In Progress														Р
13-025	G	Planning & Economic Development, Public Health Services	Feb 28/13			In Progress														Р
13-026	G	Public Works	Mar 5/13	Apr 8/13	30	Records available directly through department	0	0	0	0	0	0	0	0	0	0	0	0	0	М
13-027	G	Planning & Economic Development, Public Health Services	Mar 6/13	Apr 8/13	30	No Responsive Records	190	0	0	0	0	0	0	0	0	10	5	0	0	М
13-028	G	Planning & Economic Development	Mar 7/13	Mar 12/13	5	Records available directly through department	94	0	0	0	0	0	0	0	0	62	0	0	0	В
13-029	G	Human Resources, Public Works	Mar 12/13	Mar 11/13	30	Records available directly through department	147	0	0	0	0	5	11	0	0	0	0	5	0	Р
13-030	G	Public Health Services	Mar 20/13			In Progress														В
13-031	G	Planning & Economic Development	Mar 25/13			In Progress														Р
13-032	G	Planning & Economic Development	Mar 25/13			In Progress														Р
13-033	G	Planning & Economic Development	Mar 28/13			In Progress														Р
13-034	G	Planning & Economic Development	Mar 28/13			In Progress														Р
13-035	G	Planning & Economic Development	Mar 28/13			In Progress														Р
13-036	G	City Manager's Office Corporate Services	Mar 28/13			In Progress														Р
12-002	G	Planning & Economic Development, Mayor's Office, City Councillors	Jan 3/12	June 21/12		Abandonned	648	0	0	230	0	0	0	0	135	192	0	0	0	В
12-003	G	Planning & Economic Development, Corporate Services	Jan 5/12	June 29/12	30	Under Appeal	723	0	0	0	0	0	0	0	0	0	0	0	0	Р
12-032	G	Planning & Economic Development, Public Health Services	Mar 15/12			In Progress	181									30				М
12-033	G	Community Services	Mar 19/12			In Progress	82		5											В

File # yp	Information Requested From	Date Received	Date Completed	No. of Days to Finish	Disposition of Request	Clerk Time (Min.)	City Manager	Community Services	Corporate Services	Emergency Services	HRC	Human Resources	Legal Services	Mayors Office	Planning Economic Development	Public Health	Public Works	Purchasing	Source - Personal, Business, Media
12-045 G	Corporate Services	Apr 18/12	Nov 9/12	12	Full Disclosure	1000	0	0	259	0	0	0	0	0	0	0	0	0	М
12-048 G	Corporate Services	Apr 18/12	Nov 9/12	12	Full Disclosure	0	0	0	0	0	0	0	0	0	0	0	0	0	М
12-083 G	Planning & Economic Development	July 12/12			In Progress	158									70				В
12-086 G	Public Works	July 23/12			In Progress	264													В
12-091 G	Public Works	July 30/12			In Progress	222											195		Р
12-092 G	City Manager's Office	July 31/12			In Progress	110			11		8		13						Р
12-093 G	City Manager's Office	July 31/12			In Progress	11													Р
12-094 G	Planning & Economic Development, City Manager's Office, Council Offices	Aug 10/12			In Progress	819							30		30				Р
12-095 G	Emergency Services	Aug 13/12	Jan 25/13	131	Partial Disclosure	634	0	0	0	35	0	0	0	0	80	0	0	0	Р
12-101 G	Planning & Economic Development Legal Services	Aug 24/12			In Progress	112									53				Р
12-103 G	Planning & Economic Development	Aug 30/12			In Progress	78									77				Р
12-109 G	Planning & Economic Development	Sept 18/12			In Progress	100									30				Р
12-114 G	Legal division, Public Works	Oct 10/12			In Progress														Р
12-117 G	Corporate Services	Oct 11/12			In Progress														Р
12-119 G	Planning & Economic Development	Oct 12/12			In Progress														Р
12-125 G	City Manager's Office, Legal Services	Nov 20/12	Dec 19/12	29	Under Appeal	274													М
12-127 G	Planning & Economic Development	Nov 22/12			In Progress														Р
12-130 G	Planning & Economic Development	Nov 29/12	Feb 6/13	30	All Disclosed	307	0	0	0	0	0	0	0	0	87	0	0	0	В
12-131 G	Public Works	Nov 30/12	Jan 31/13	30	All Disclosed	245	0	0	0	0	0	0	0	0	0	0	65	0	Р
12-132 G	Planning & Economic Development	Dec 4/12	Jan 7/13	23	All Disclosed	98	0	0	0	0	0	0	0	0	15	0	0	0	В
12-133 G	Community Services	Dec 5/12	Dec 13/12	8	All Disclosed	186	0	4	0	0	0	0	0	0	0	0	80	0	М
12-134 G	Public Health Services	Dec 5/12	Feb 4/13	30	Partial Disclosure	284	0	0	0	0	0	0	0	0	0	180	0	0	В
12-135 G	Planning & Economic Development	Dec 5/12			In Progress														В
12-136 G	Planning & Economic Development	Dec 5/12			In Progess														В

File #	Information Requested From	Date Received	Date Completed	No. of Days to Finish	Disposition of Request	Clerk Time (Min.)	City Manager	Community Services	Corporate Services	Emergency Services	HRC	Human Resources	Legal Services	Mayors Office	Planning Economic Development	Public Health	Public Works	Purchasing	Source - Personal, Business, Media
12-137	Planning & Economic Development	Dec 6/12	Jan 7/13	30	Partial Disclosure	133	0	0	0	0	0	0	0	0	15	0	0	0	Р
12-138	Emergency Services	Dec 7/12	Mar 7/13	80	Partial Disclosure	172	0	0	0	92	0	0	0	0	0	0	0	0	Р
12-139	Planning & Economic Development	Dec 12/12	Jan 16/13	27	All Disclosed	179	0	0	0	0	0	0	0	0	40	0	0	0	Р
12-140	Emergeny Services, Planning & Economic Development	Dec 13/12			In Progress														Р
12-142	Planning & Economic Development	Dec 14/12	Jan 16/13	25	Partial Disclosure	32	0	0	0	0	0	0	0	0	20	0	0	0	Р
12-143	G Councillor Offices	Dec 17/12	Jan 28/13	34	All Disclosed	315	0	0	23	0	0	0	0	0	0	0	0	0	Р
12-144	City Manager's Office, Planning & Economic Development	Dec 17/12			In Progress														Р
12-145	Councillor offices, Office of the Mayor	Dec 20/12			In Progress														Р
12-146	Planning & Economic Development	Dec 20/12			In Progress														Р
11-021	Planning & Economic Development	Feb 18/11			In Progress	65									401	45			В
11-026	Planning & Economic Development	Feb 28/11			In Progress	94									90				В
11-031	Planning & Economic Development	Mar 11/11			In Progress	292									510				В
11-057	G City Manager, Corporate Services	May 4/11			In Progress	125												90	М
11-061	Planning & Economic Development	May 18/11			In Progress	87									15				В
11-062	Planning & Economic Development	May 18/11			In Progress	114									20				В
11-063	Planning & Economic Development	May 18/11			In Progress	47													В
11-072	Public Works, Planning & Economic Development	June 21/11			In Progress	106			35				4				30		В
11-075	Corporate Services	July 6/11			In Progress	112			30										Р
11-078	Public Works	July 19/11			In Progress	222											63		В
11-096	Corporate Services	Aug 23/11			In Progress	243									0		18	87	В
11-102	Planning & Economic Development	Aug 29/11			In Progress	71									2				Р
11-103	Corporate Services, Public Works	Aug 29/11			In Progress	525											174		А
11-105	Corporate Services	Aug 29/11			In Progress	123			135										В

File # yp	Information Requested From	Date Received	Date Completed	No. of Days to Finish	Disposition of Request	Clerk Time (Min.)	City Manager	Community Services	Corporate Services	Emergency Services	HRC	Human Resources	Legal Services	Mayors Office	Planning Economic Development	Public Health	Public Works	Purchasing	Source - Personal, Business, Media
11-106 G	Public Works	Aug 30/11			In Progress	150											12		В
11-130 G	Public Works	Nov 4/11			In Progress	46													В
11-133 G	Emergency Services	Nov 16/11			In Progress	68				270									В
11-136	Public Works	Nov 22/11			In Progress	46													В
11-137 G	Planning & Economic Development	Nov 23/11			In Progress	40													М
11-138	Planning & Economic Development, Corporate Services	Nov 23/11			In Progress	45													М
10-147	Planning & Economic Development	Dec 22/10			In Progress	87									5				Р
10-148 G	Planning & Economic Development	Dec 22/10			In Progress	68									22				Р
09-151 G	Corporate Services	Dec 9/09			In Progress	1009							87		85				Р