

File No. 04-1000-20-2016-232

July 28, 2016

s.22(1)

Dear s.22(1)

Re: Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")

I am writing in response to your request of July 1, 2016 under the *Freedom of Information and Protection of Privacy Act, (the Act)*, for:

Vancouver City Hall's unpublished reviews, memos, comments and responses to the OIPC report released in June 2016 from date of release to July 1, 2016.

All responsive records are attached.

Under section 52 of the Act you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your request. The Act allows you 30 business days from the date you receive this notice to request a review by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number assigned to your request (04-1000-20-2016-232); 2) a copy of this letter; 3) a copy of your original request for information sent to the City of Vancouver; and 4) detailed reasons or grounds on which you are seeking the review.

Please do not hesitate to contact the Freedom of Information Office at foi@vancouver.ca if you have any questions.

Yours truly,

Cobi Falconer, FOI Case Manager, 

Barbara Van Fraassen



Barbara J. Van Fraassen, BA
Director, Access to Information

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Encl.

:cf

From: "[Mochrie, Paul](mailto:Paul.Mochrie@vancouver.ca)" <Paul.Mochrie@vancouver.ca>
To: "[Johnston, Sadhu](mailto:Sadhu.Johnston@vancouver.ca)" <Sadhu.Johnston@vancouver.ca>
Date: 6/28/2016 1:10:33 PM
Subject: FW: FOI audit recommendations

FYI.
Paul

From: Van Fraassen, Barbara
Sent: Tuesday, June 28, 2016 12:12 PM
To: Mochrie, Paul
Cc: MacKenzie, Janice; Falconer, Cobi
Subject: RE: FOI audit recommendations

Hi Paul – I am going to speak to the 12 recommendations with my team tomorrow during our staff meeting to obtain their input and then draft an action plan for Janice and your input. Some of the items are small and can be quickly addressed, others are going to require additional resources. I will commit to having the draft action plan ready by July 15th and will include 'implementation dates' for the action items where the commitment can be made.

Barb Van Fraassen
Director, Access to Information
City of Vancouver

From: Mochrie, Paul
Sent: Tuesday, June 28, 2016 11:55 AM
To: Van Fraassen, Barbara
Cc: MacKenzie, Janice
Subject: FOI audit recommendations

Hi Barb,

In follow up to the audit, we will need an action plan to address the 12 recommendations and report back to the OIPC by December 20. Is that something you and your team are mapping out?

If it is not in process already, please let me know when you think it would be possible to have a draft. If you have any questions or if it would be helpful to discuss now or at any point, I am happy to chat.

Many thanks,
Paul

Paul Mochrie | Deputy City Manager
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From: "[City of Vancouver Communications Office](#)"
<CityofVancouver.CommunicationsOffice@vancouver.ca>

To: "[Graves, Lynda](#)" <lynda.graves@vancouver.ca>

Date: 6/23/2016 9:30:32 AM

Subject: Information Bulletin: City takes actions to enhance openness and transparency

City of Vancouver
Information Bulletin
June 23, 2016

City takes actions to enhance openness and transparency

The City of Vancouver will be acting on all 12 recommendations outlined by the Office of the Information & Privacy Commissioner (OIPC) in its audit and compliance report "City of Vancouver Duty to Assist."

The City is committed to transparency and acknowledges the value and necessity of providing timely and meaningful access to information to the public.

In November 2015, the City's Access to Information program was selected to undergo a compliance review as part of the OIPC's proactive audit and compliance program.

The review focused on the City's response to the requirement set out in Section 6(1) of the *Freedom of Information and Protection of Privacy Act* that public bodies make every reasonable effort to assist applicants seeking the release of records. The City takes that obligation very seriously.

During the three-year period covered by the review, the City processed approximately 1,200 FOI requests and has a robust access to information process in place. Nevertheless, the City welcomed the opportunity to participate in the compliance review and further improve internal processes.

In addition to the actions required to implement the recommendations provided by the OIPC, City staff have been working to enhance the information made available to the public proactively on vancouver.ca. These improvements include:

The City is now publicly posting all completed Freedom of Information (FOI) requests from January 2016 onwards, excluding requests that contain personal information, on its FOI webpage:

vancouver.ca/your-government/freedom-of-information.aspx.

- The first release contains approximately 80 request files from January to May 2016. Moving forward, files will be posted monthly with the next release for requests completed to be posted during the first week of August. For the benefit of applicants, the public posting will be subject to a delay of 30 days following the release of information to the applicant.
- The City has reviewed records released between 2011 and 2015 and posted more than 50 FOI releases on matters of broad interest from this period.

The City's Open Data website now contains 149 data sets including the recent addition of an Annual Remuneration Report for all City of Vancouver staff who earn more than \$75,000 per year. View the open data catalogue here: vancouver.ca/your-government/open-data-catalogue.aspx.

Implementation of a new data visualization function for Council voting records at: vancouver.ca/your-government/council-voting-dashboard.aspx.

- This follows the recent posting of Council voting records in Open Data which was implemented in April 2016. The new dashboard will make it easier to view the voting record of Vancouver City Councilors since April 5, 2016 for Regular Council, Special Council, Standing Committee, and Public Hearing meeting types.

Additional details of service requests submitted through VanConnect, the City's mobile app, are now available on the app.

In February 2016, City Council approved amendments to the Freedom of Information and Protection of Privacy By-law to appoint a single Head reflecting current City process and the practice of other municipalities. This has streamlined our Head Review processes and aided in more timely responses to FOI requests.

The 12 recommendations made by the OIPC are broken into the following four themes:

1. Documentation of files and searching for records
2. Timing of responses
3. Content of responses
4. Communication with applicants.

The City will be acting on the Commissioner's recommendations and making improvements in each of these areas. The City will also provide the Commissioner with a report on efforts to implement the recommendations by the end of this calendar year.

To read the City's formal response to the report submitted on Tuesday, June 21, 2016 to the OIPC, visit: vancouver.ca/images/web/pdf/OIPC-audit-letter-to-commissioner.pdf.

To review the report and recommendations, visit oipc.bc.ca/report/audit-compliance/.

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Media Contacts:

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Corporate Communications
604.871.6336
media@vancouver.ca

City of Vancouver
Backgrounder
June 23, 2016

In 2014, the City launched a reports and data web page: vancouver.ca/your-government/reports-and-data. This is a central resource for documents in areas that are especially important to ensure transparency, accountability, and good governance:

- Freedom of information
- Internal audit reports
- Awarded bids and Bid Committee reports
- In-camera meetings
- Open data
- Public consultation

The City's Open Data website was launched in September of 2009 with 20 basic datasets available for download. It now contains 149 datasets. Datasets are updated on a regularly scheduled basis, for example, the Council expense dataset is refreshed quarterly. High value datasets are added as they are identified.

In addition to Open Data, the City publicly posts a large amount of other detailed information such as:

- In Camera Agendas and Reports
- Budgets and Finances
- Annual Remuneration of all Positions earning \$ 75,000 or more
- Mayor's Discretionary Fund Transactions
- Parking Ticket Data
- Water Consumption - top 50 Utility Accounts
- City Council Annual Financial Disclosure Statements
- Progress reports, documents, details and backgrounds on high profile City initiatives
- Progress reports, documents, details and backgrounds on high profile developments and re-developments

Each year, the City receives between 350-400 Freedom of Information requests. The number of FOI requests received annually are:

2010: 398
2011: 410
2012: 355
2013: 377
2014: 386
2015: 431

You're receiving this email because you are subscribed to our newsletter with lynda.duff@vancouver.ca.

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Thank you,
City of Vancouver
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