

File No.: 04-1000-20-2020-323

July 15, 2020

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 responding to your request of June 11, 2020 for:

**Correspondence to and from the OIPC regarding section 71, categories of records available without request, including the completed survey and supporting documentation. (City of Vancouver was one of the public bodies surveyed, as per the OIPC's June 11, 2020 report.)**

All responsive records are attached.

Please note, correspondence from the OIPC is out of scope of the Act as per section 3(1)(c) of *FIPPA*. You can read or download this section here:

[http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/96165\\_00](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00)

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, [info@oipc.bc.ca](mailto: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 (#04-1000-20-2020-323); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

[Signature on file]

**Barbara J. Van Fraassen, BA**  
**Director, Access to Information & Privacy**

[Barbara.vanfraassen@vancouver.ca](mailto:Barbara.vanfraassen@vancouver.ca)  
453 W. 12th Avenue Vancouver BC V5Y 1V4

\*If you have any questions, please email us at [foi@vancouver.ca](mailto:foi@vancouver.ca) and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604.871.6584.

Encl.

:ag

August 25, 2017

Drew McArthur  
Acting Information and Privacy Commissioner for British Columbia  
Office of the Information and Privacy Commissioner of BC  
4<sup>th</sup> floor, 947 Fort Street  
Victoria, BC  
By Email: [Dmcarthur@oipc.bc.ca](mailto:Dmcarthur@oipc.bc.ca)

Dear Mr. McArthur:

**RE: Request for City of Vancouver's designation of categories of information  
available without request; OIPC File F17-69399**

As per s. 71 of the Freedom of Information and Protection of Privacy Act (FIPPA), the City of Vancouver has established categories of records available to the public without a request for access under the Act.

Proactively disclosed City records are available online on the City's Open Data site, or under a specific department, division or project. In general, and in keeping with the City's Greenest City goals, these records are available on the City's public website in a variety of electronic formats for download or reading.

Depending on the technical skill of the requestor and/or type of record requested, a member of the public may access the records directly using common web search tools, they may request records from a department or workgroup and be redirected to the appropriate section of the website, or make a formal Access to Information request, which is responded to by providing the link to the appropriate section of the website, noting the information is publicly available and does not require an FOI request.

The City adds categories of records at various times throughout the year when an ongoing significant public interest is identified.

Further details of City of Vancouver proactively disclosed records, including links to the web pages and sections where the records are stored are provided below.

## Open Data

Open Data Catalogue Web Link: <http://data.vancouver.ca/datacatalogue/index.htm>

### Details:

The City of Vancouver's Open Data catalogue provides free and open access to over 153 City datasets. Some of the datasets were compiled and made publicly available based on frequent Access to Information requests under the Act.

Datasets added in 2016 - 2017 based on frequent Access to Information requests, with category details, include the following:

1. **Annual Employee Remuneration and Expenses:** (Staff Members earning more than \$ 75,000/year), dataset was compiled and posted in 2017, for the individual years of 2013-2016 inclusive. Dataset is updated yearly.
2. **Parking Ticket Records:** Year-by-year basis from 2010 to 2017 inclusive. Current year is refreshed quarterly. Compiled data includes:
  - **Hundred\_Block:** Block level of the street where the infraction occurred. For example: 1 Main Street means 100 Main Street.
  - **Street:** Name of the street where the infraction occurred
  - **Date:** Date the infraction occurred in month/day/year format
  - **Bylaw:** Specific parking bylaw which the parking ticket was issued under
  - **Section:** Specific section of the bylaw which the infraction pertains
  - **Status:** Status of the parking ticket
    - I = Issued
    - W = Warning
    - V = Void
    - R = Cancelled due to Paid by Phone
  - **Description:** Short description of the infraction
3. Addition to the Council Expenses dataset to include **Mayor and Councillor's discretionary budget and expenses**. Regular posting began in January of 2017.
4. **Council Voting Records:** Individual Council member vote records for Regular Council, Special Council, Standing Committee, and Public Hearing meeting types. Public postings began in 2016 when City Council began using an electronic voting system. Vote records are added to the data set two business days after the meeting minutes are published.

## Department, Division and Project Proactive Release Records

The record types listed below include categories of records that were previously unavailable except through an Access to Information request. The City has regularly posted new categories of proactive releases since mid-2012 and continues to add categories each year. All



categories are published on the City of Vancouver's website to ensure easy public access. Web links are provided.

1. Council In Camera Agendas and Reports:

Web link:

<https://covapp.vancouver.ca/councilMeetingPublic/InCameraInfoReleases.aspx>

Category Details:

- i. Posted by meeting date, available from June of 2006 to June of 2017.
- ii. Decisions and reports are listed by both meeting date and latest release date.
- iii. Regular release of in-camera decisions and reports no longer considered sensitive occur on a regular basis throughout the year.

2. Mayor and Council Annual Financial Disclosure Statements

Web link: <http://vancouver.ca/your-government/city-council-salaries-expenses.aspx>

Details:

- a. The current year's annual financial statement for each member of City Council is available on their individual web page.

3. Finance:

Web link: <http://vancouver.ca/your-government/financial-reports-and-information.aspx>

Details:

- a. Annual Capital and Operating Budgets
- b. Four Year Capital Plans
- c. Annual Statement of Financial Information
- d. Quarterly Budget Reviews

4. Supply Chain Management/Procurement:

Web link: Various - provided below each category.

Details:

- a. Requests for Proposals  
Web link: <http://vancouver.ca/doing-business/bid-committee-documents.aspx>
- b. Bid Opportunities  
Web link: <http://vancouver.ca/doing-business/bids-contracts-rfps-purchase-orders.aspx>
- c. Awarded Bids, including successful vendor identity and bid amounts  
Web link: <http://vancouver.ca/doing-business/bid-committee-documents.aspx>
- d. Bid Committee Decision Reports, 2014 to date, filed by Solicitation #  
Web link: <http://vancouver.ca/doing-business/bid-committee-documents.aspx>
- e. Annual Procurement Reports:

Web link: <http://vancouver.ca/doing-business/annual-statements-of-financial-information.aspx>

Category Details:

- i. Annual procurement reports, (current posting 2011 to 2016), cover the period from January 1 to December 31 and document the City of Vancouver's procurement activities and performance.
- ii. The scope of these reports include: departmental achievements, procurement statistics, the application of sustainable and ethical procurement standards, and major objectives for the coming year.

5. Internal Audit Reports:

Web link: <http://vancouver.ca/your-government/internal-audit-reports.aspx>

Details:

- a. Completed Audit summaries from 2014 to July 2017.

6. City Manager's Emails and Memos to Mayor and Council:

Web link: <http://vancouver.ca/your-government/internal-audit-reports.aspx>

Details:

- a. January of 2016 to date.
- b. City Manager and Deputy City Manager's emails and memos to the Mayor and Council that do not contain confidential personal or legally privileged information, organized by the date they were sent.
- c. Records are reviewed and posted each quarter.

7. FOI Response Files:

Web link: <http://vancouver.ca/your-government/information-released-through-foi-requests-this-year.aspx>

Details:

- a. January 1, 2016 to date.
- b. All FOI releases with the exception of requests for records and responses that contain personal and/or confidential information.
- c. Releases are added on a monthly basis; however, there is a one to two month time lag between the date of the response to the applicant and the public posting of the response file.
- d. Responsive record packages are the released records in redacted or non-redacted format.
- e. The original request for records is contained in the response letter.

## 8. Fire Incident Reports:

Web link: <http://vancouver.ca/home-property-development/request-a-fire-incident-report.aspx>

### Details:

- a. Reports are available on a fee for service basis.
- b. Copies of a fire, motor vehicle accident, or other emergency where Vancouver Fire and Rescue Services responded, can be ordered by email.
- c. The cost of a report varies and depends upon the level of detail required in the investigation. Reports with photos are a minimum \$200 plus GST, while motor vehicle incident reports are \$100 plus GST.
- d. Personal information and other confidential or sensitive information may be severed from the reports.
- e. Reports are only released after all investigations are complete.

## 9. Rental Standards Database:

Web link: [http://app.vancouver.ca/RPS\\_Net/list.aspx](http://app.vancouver.ca/RPS_Net/list.aspx)

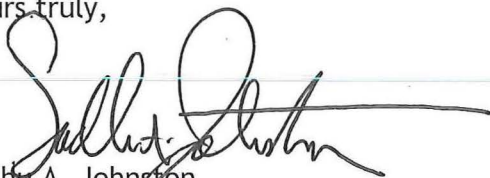
### Details:

- a. Prior to the compilation and implementation of this database in 2012, potential and current tenants who wanted information about the state of a building as well as the responsiveness of management or landlord of the building to issues had to make an access to information request.
- b. In 2011, 28/410, or 7% of FOI requests were for information about the state of a rental building.
- c. In 2013, the year after the publication of the Rental Standards Database, only 3/377, or 0.7% of FOI requests were for information about the state of a rental building.
- d. Database was created to support City of Vancouver renters to help them make better decisions about where they live and to motivate property owners and landlords to keep their properties in good order for renters.
- e. The database contains publicly available information that the City collects, including the building's owner, any outstanding work orders, or any property bylaw issues (fire safety, building safety, maintenance, and so on).
- f. The database can be searched by exact street address, or viewed as a list of all the buildings that have outstanding bylaw issues.

The City continues to consider and add categories of records to the proactive release program when topic-specific public interest is noted by the ATIP office.

Should you have any questions, please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read 'Sadhu A. Johnston', with a long horizontal flourish extending to the right.

Sadhu A. Johnston  
City Manager

tel: 604.873.7627  
[sadhu.johnston@vancouver.ca](mailto:sadhu.johnston@vancouver.ca)