



# NIAGARA REGIONAL POLICE SERVICE

## Police Services Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report – Municipal Freedom of Information and Protection of Privacy Act – January 1 to December 31, 2023

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2024-02-29

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### Recommendation(s)

**That the Niagara Police Services Board (Board) receive this report for information.**

### Key Facts

- The purpose of this report is to provide the Board with 2023 Freedom of Information (FOI) statistical information in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and Board By-Law 395-2022.
- The information is consistent with what has been reported to the Information Privacy Commissioner pursuant to Section 26 of MFIPPA.
- The report includes comparisons to the previous year's statistical information.

### Financial Considerations

There are no financial implications relating to the recommendations contained within this report.

### Analysis

The purpose of this legislation is to provide right of access to information under the control of institutions in accordance with the principle that information should be available to the public. It allows for necessary exemptions, but mandates that they should be limited and specific. It also protects the privacy of individuals with respect to personal information about themselves held by institutions, while providing individuals with a right of access to that information.

The FOI office, within the Records and Information Management (RIM) Unit, processes each access to information request and reports yearly statistics to the office of the Information Privacy Commissioner. A summary of these statistics is provided below.

Statistics Reported to the Information Privacy Commissioner	2023	2022
Number of FOI requests received	1232	1079
Number of personal information requests (i.e., involved party)	1157	1013
Number of general information requests (e.g., policies, statistics)	75	66
Number of Police Services Board requests	0	0
Number of appeals filed by the applicant	20	8
Number of appeals still open at end of reporting year	13	15
Number of appeals where the Service decision was upheld or not overturned by the Information & Privacy Commissioner of Ontario	16	1
Number of complaints and compliance investigations	1	2
Number of outstanding requests at end of reporting year	24	30
Extended compliance rate for the reporting year*	99.0%	85.3%

\*The Extended Compliance Rate is the percentage of all requests completed within the reporting year that were completed either within the statutory 30-day completion time limit (where no notice(s) were issued) or within the time limit specified in Notices of Extension, Section 20(1) and Notices to Affected Persons, Section 21(1). Such notices are used in circumstances where, for example, there is a need to search through a large number of records or consult with 1 or more people outside the organization.

The extended compliance rate for 2022 was affected by the retirement of both FOI Analysts, (July 1 and October 1), and the subsequent appointment and training of new members in the FOI office, within the RIM Unit. The backlog of files that developed during the transition has since been eliminated.

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

To comply with the provisions of the Police Services Board By-Laws and to maintain compliance with the Provincial Adequacy Standards Regulations.

## **Relevant Policy Considerations**

General Order 006.09 – Municipal Freedom of Information and Protection of Privacy Act  
Board By-Law 395-2022 - Municipal Freedom of Information and Protection of Privacy Act

Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

## **Other Pertinent Reports**

8.10.2023.03.23 Annual Report – Municipal Freedom of Information and Protection of Privacy Act – January 1 to December 31, 2022

*This report was prepared by Laurie Switzer, Manager/FOI Coordinator, Records and Information Management, in consultation with Andrea Vreken, Information Management Supervisor, Records and Information Management, and reviewed by Mario Lagrotteria, Superintendent, Corporate Services. Recommended by Luigi Greco, Deputy Chief, Support Services.*



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### **Submitted by:**

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Chief of Police

## **Appendices**

Not applicable.