



Office of the Integrity Commissioner

Integrity Commissioner's Recommended 2020 Operating Budget

**Budget Briefing to Budget Committee
January 16, 2020**

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Overview and Highlights

2020 Integrity Commissioner Recommended Operating Budget and Plan

Overview and Highlights

The Integrity Commissioner is responsible for providing advice, education, policy recommendations and complaint resolution to City Council, local boards, their members and the public on the application of the City's Codes of Conduct, bylaws, policies and legislation governing ethical behaviour.

Of note, as of March 1, 2019, the Integrity Commissioner is responsible for providing members of Council and local boards with advice about complying with the *Municipal Conflict of Interest Act* (MCIA) and for receiving and investigating complaints under the Act and, where warranted, to apply to court to determine whether a member or former member has breached its requirements.

The Office of the Integrity Commissioner serves:

- ❖ The Public
- ❖ Members of City Council
- ❖ Members of Local Boards
- ❖ Members of Adjudicative Boards
- ❖ City Council
- ❖ The Toronto Public Service
- ❖ Staff in Councillor's Offices
- ❖ Staff of Boards

The *City of Toronto Act, 2006* requires that there be an Integrity Commissioner who carries out the above-mentioned functions in an independent manner.

The Commissioner oversees compliance with the high standards of conduct expected of elected and appointed City officials in a neutral and independent manner.

The Integrity Commissioner is part of the City's Accountability Framework which works to improve the public's trust and confidence in City government.

Outcomes	Description
Members of Council and local boards comply with the Code of Conduct and <i>Municipal Conflict of Interest Act</i> (MCIA).	Provide timely, practical advice to members of Council and local boards about compliance with the Code of Conduct and <i>Municipal Conflict of Interest Act</i> (MCIA).
Complainants and respondents are satisfied with investigation procedures.	Review and investigate complaints about alleged Code of Conduct and MCIA contraventions in a timely and procedurally-fair manner.
Code of Conduct and MCIA requirements are broadly recognized and understood.	Provide education and outreach to improve awareness of the Code of Conduct, MCIA and the Integrity Commissioner as a resource.
Council and boards are able to implement policies that reflect high standards of integrity and accountability.	Provide policy recommendations about matters of ethics and integrity.



Concurrency and Complexity

- Concurrent requests for advice result in delay.
- Concurrent and/or complex investigations impact conclusion of other investigations.
- MCIA investigations have mandatory timelines.



Legal Resources

- Witnesses who refuse to comply with summonses cause delay and hamper investigations; enforcing summonses requires external legal resources.
- Complex and/or large investigations may require external legal/forensic resources for completion.
- Investigations and reports may be subject to legal challenge.



Policy, Education and Outreach

- Codes and policies need to be reviewed and updated.
- Training and outreach for members and staff needs to be continually updated and provided.

	Key Priority Actions
	Provide timely advice and updated training to members and staff.
	Review Codes and policies
	Obtain approval and funding to retain external/forensic resources on an as needed basis.
	Improve capacity of the Office to deal with concurrent or complex investigations and matters under the MClA. <ul style="list-style-type: none">• Request to increase the 2020 budget by \$188k for legal and investigative expense.• Recommend that City Council request the City Manager and Chief Financial Officer to report back in 2020 on the feasibility of establishing a reserve to fund investigations and external legal services.

Advice

- Provided 105 pieces of advice to 23 members of Council and 41 pieces of advice to members of 26 different local boards.
- Provided advice to members of Council within two business days 70% of the time.
- Provided advice to members of local boards within two business days 73% of the time.

Complaints

- Completed 93% of complaints received in 2019.
- Average number of days to complete an investigation: 279
- Median number of days to complete an investigation: 248.5
- Average number of days to close a dismissal case: 62
- Median number of days to close a dismissal case: 38

Education and Outreach

- Met with 19 local boards to provide outreach and awareness of the Code of Conduct.
- Responded to 212 inquiries from the public, City staff, the media and Ombudsman Ontario.
- Issued five direct outreach letters to members of Council.
- Participated in six external outreach events.
- Attended two meetings of the Municipal Integrity Commissioners of Ontario (MICO).
- Provided administrative and leadership support to MICO.

Policy

- Concluded preparation of Office for changes to Municipal Conflict of Interest Act (MCIA) and issued related Interpretation Bulletin.
- Finalized and implemented a comprehensive records management plan for the Office.

2020 Office of the Integrity Commissioner Recommended Operating Budget and Plan

(In \$000s)	2017 Actual	2018 Actual	2019 Approved Budget	2019 Projected Actual	2020 Integrity Commissioner Rec'd Budget	Change v. 2019 Projected Actual	
By Service			\$		\$	\$	%
Revenues							
Office of the Integrity Commissioner							
Total Revenues	0.0	0.0	0.0	0.0	0.0	0.0	
Expenses							
Office of the Integrity Commissioner	501.0	507.2	572.3	447.3	762.4	315.1	70.5%
Total Gross Expenditures	501.0	507.2	572.3	447.3	762.4	315.1	70.5%
Net Expenditures	501.0	507.2	572.3	447.3	762.4	315.1	70.5%
Approved Positions	3.0	3.0	3.0	3.0	3.0	0.0	

Key Cost Drivers – Base Budget

Key Cost Drivers (\$000)	2018 Actuals	2019 Proj. Actuals	2020 Integrity Commissioner Rec'd Base Budget	YoY Changes		Key Drivers to Preserve Service Levels and Address Issues
				\$	%	
Expenditures						
1 Salaries and Benefits	470.8	425.5	549.5	124.0	29.1%	Salaries and Benefits: - Salary & benefit budget for one vacant position in 2019 that could not previously be filled due to former commissioner's end of term. - Salary & benefit increases for progression pay, one additional working day in 2020 and benefit adjustments.
2 Materials & Supplies	0.3	1.6	0.6	(1.0)	-60.3%	
3 Equipment	0.5	0.1	0.3	0.2	430.2%	
4 Service and Rent	31.1	18.6	210.6	191.9	1029.9%	
5 Contribution To Capital						
5 Contribution To Reserves	4.5	1.4	1.4			
6 Other Expenditures (Inc. IDC's)						
Total Expenditures	507.2	447.3	762.4	315.1	70.5%	
Revenues						
1 Provincial Subsidies						Service and Rents: - Increase to Legal and Investigative Services budget for the Office to have capacity to meet appropriate service levels, deal with concurrent and/or complex matters, and meet statutory time limits. - Economic factor adjustments for non-payroll items.
2 Federal Subsidies						
2 User Fees & Donations						
3 Transfers From Capital						
4 Other Revenues (Inc. IDR's)						
Total Revenues						
Net Expenditures	507.2	447.3	762.4	315.1	70.5%	
Positions	3.0	3.0	3.0			

(In \$000s)	2019 Projected Actual	2020 Integrity Commissioner Rec'd Budget	2021 Outlook	2022 Outlook
	\$	\$	\$	\$
Revenues				
Gross Expenditures	447.3	762.4	779.7	798.7
Net Expenditures	447.3	762.4	779.7	798.7
Approved Positions	3.0	3.0	3.0	3.0

	2021 Drivers	2022 Drivers
Salaries & Benefits:	\$0.013M related to progression and benefit adjustments.	\$0.014M related to progression and benefit adjustments.
Non-Salary & Benefits:	\$0.005M, related to inflation adjustments for non-payroll items.	\$0.005M, related to inflation adjustments for non-payroll items.

Thank You