

## TLR-0001 - Accountability Records –Toronto Lobbyist Registrar – Registry Investigations

Code	Records Title	Originating Office	Retention				Comments/Legislation
			Active	Inactive	Total	Disposition	

### Retention amendments

	<p><b>Functional Category: Accountability Records</b></p> <p><b>Description as per Chapter 3 <a href="https://www.toronto.ca/legdocs/municode/1184_003.pdf">https://www.toronto.ca/legdocs/municode/1184_003.pdf</a> and By-law <a href="#">552-2017</a></b></p> <p>(1) A record created by the accountability officer, or their delegate, in carrying out the duties and responsibilities of their office as set out in Part V of the Act, Chapter 3, Accountability Officers, and in the case of the Lobbyist Registrar, Chapter 140, Lobbying.</p> <p>(2) A record designated by an accountability officer as an accountability record pursuant to § 3-7.4A.</p>						
<b>TLR-0001</b>	<p><b>Accountability Records –Toronto Lobbyist Registrar – Registry Investigations/Inquiries</b></p> <p>Records related to the Lobbyist Registrar’s inquiry/investigation mandate as established by the City of Toronto Act, 2006 (COTA) and the Toronto Municipal Code Chapter 140, Lobbying (the Lobbying By-law).This includes records related to: inquiries/investigations requested by city council, a member of council or a member of the public, including the Lobbyist Registrar about compliance with the system of registration, and the code of conduct provided for in the Lobbying By-law and established by section 166 of COTA.</p> <p>Records include: advice provided to Lobbyists, Public Office Holders, the Public, and other orders of government; responses to inquiries from the public, City staff and the media; research, analysis, reports and outreach and educational materials. Records also deal with amendments to the Lobbying By-law, the Toronto Municipal Code and other applicable legislation. Records are maintained both in paper and electronic formats.</p>	<b>TLR</b>	<b>T</b>	<b>P</b>	<b>P</b>	<b>Archival Review</b>	<p><b>Comments:</b></p> <p>-TLR identifies a termination date when an investigation has been completed.</p> <p><b>Legislation/Regulation:</b></p> <p><a href="#">Toronto Municipal Code, Chapter 3, Accountability Officers</a></p> <p><a href="#">Municipal Code Chapter 140, Lobbying,</a></p> <p><a href="#">City of Toronto Act, Part V, Accountability and Transparency</a></p> <p><a href="#">COTA, Sections 170 to 176</a></p> <p><a href="#">Protection of Accountability Officers' Information Directive</a></p> <p><a href="#">By-Law 1099-2019</a>; FOI Requests Procedure for AOs - Appendix A; Procedure for Handling Access Requests for AO records.</p>

**T = terminated. (Event: the investigation is fully completed)**