

Receiving Integrity Commissioner Reports about Code of Conduct Matters

Background

Under section 1.6(C) of Chapter 3 of the Toronto Municipal Code, Accountability Officers, the Integrity Commissioner may report to a local board (restricted definition) (including adjudicative boards) about a formal complaint regarding a board member's conduct.

Procedures

1. When the Commissioner wishes to report to a board about a formal complaint, the Commissioner will provide the report to the Chair and the person responsible for preparing the board's agendas. If necessary, the Commissioner may provide the report to board members directly.
2. The person responsible for preparing the board's agenda should place the Commissioner's report on the agenda for the next board meeting and should post or circulate the report as an ordinary agenda item in accordance with the board's procedural rules.
3. Consideration of the Commissioner's report is part of the board's regular, open meeting.
4. The Commissioner's report may include recommendations. Board members should be prepared to consider and vote on the Commissioner's recommendations. The board should follow its ordinary procedural rules when considering the report.
5. The Commissioner will attend the board meeting to answer questions from members of the board.
6. The board's decision about the Commissioner's report should be included in the board's minutes.

7. Pursuant to section 162(3) of the *City of Toronto Act, 2006*, the Commissioner's report is a public document that should be made available to the public upon request.
8. The Commissioner will post the report, a link to the Board's decision about the report, a summary of the Board's decision or an anonymized version of the report on the website of the Office of the Integrity Commissioner.

Further Information

The [*Code of Conduct for Members of Local Boards \(Restricted Definition\)*](#), the [*Code of Conduct for Adjudicative Boards*](#) and the [*Complaint and Application Procedures*](#) can be found on the website of the Office of the Integrity Commissioner: www.toronto.ca/integrity.

If you have any questions, please contact:

Office of the Integrity Commissioner
City of Toronto
375 University Avenue, Suite 202
Toronto, ON M5G 2J5
Tel: 416-392-3826
Email: integrity@toronto.ca

Issued: August 2016