

## APPENDIX "A"

### The Corporation of the City of London Integrity Commissioner TERMS OF REFERENCE

- (1) The Integrity Commissioner is an independent officer, appointed by Council by by-law passed under section 223.3 of the *Municipal Act, 2001*. The Integrity Commissioner functions independently of the Civic Administration and reports directly to Council.
- (2) The duties of the Integrity Commissioner are to:
  - (a) provide advice to Members of Council on the application of the City's Code of Conduct for Members of Council and any procedures, rules and policies of the municipality governing the ethical behaviour of Members of Council;
  - (b) receive and conduct inquiries, in accordance with the Council approved Complaint Protocol, into requests by the Council, a Member of Council or a member of the public about whether a Member of Council has contravened the City's Code of Conduct for Members of Council;
  - (c) report to Council, in writing, where an inquiry has been conducted and the Integrity Commissioner is of the opinion that a Member of Council has contravened the Code of Conduct for Members of Council and include any recommendations with respect to the inquiry for the Council to consider;
  - (d) report to Council semi-annually, in writing, summarizing any activities undertaken and advice given; and
  - (e) provide such training and written reference materials, upon the request of Council, for distribution to and use by Members of Council and the public regarding the role of the Integrity Commissioner, the obligations and responsibilities of Members of Council under the City's Code of Conduct for Members of Council, the meaning of the City's Code of Conduct for Members of Council and any procedures, rules and policies of the municipality governing the ethical behaviour of Members of Council.