

Attention: Mike Bernier, Chair and Rick Glumac, Deputy Chair of the Select Standing Committee on Public Accounts

Audit of the Evergreen Line Rapid Transit Project Released March 2013

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PAC Meeting Plan ¹	[19/11/13]	Prepared by: Doug Shephard, Treasury Board Staff	Reviewed by: Sabine Feulgen, Deputy Secretary to Treasury Board
1 st APPA Update	[04/11/14]	Prepared by: Heather Hill, Treasury Board Staff	Reviewed by: George Farkas, Deputy Secretary to Treasury Board
2 nd APPA Update	[13/11/17]	Prepared by: Heather Hill, Treasury Board Staff	Reviewed by: David Galbraith, Secretary to Treasury Board
3 rd APPA Update	[02/26/19]	Prepared by: Heather Hill, Treasury Board Staff	Reviewed by: Heather Wood, Secretary to Treasury Board
4 th APPA Update	[02/26/20]	Prepared by: Heather Hill, Treasury Board Staff	Reviewed by: Heather Wood, Secretary to Treasury Board
5 th APPA Update	[10/26/20]	Prepared by: James Postans, Treasury Board Staff	Reviewed by: Heather Wood, Secretary to Treasury Board
6 th APPA Update	[02/10/21]	Prepared by: James Postans, Treasury Board Staff	Reviewed by: Heather Wood, Deputy Minister and Secretary to Treasury Board

¹ The audited organization will be required to present their initial action plan at this meeting (i.e. First three columns completed for each OAG recommendation included in the audit report)

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Action Plan and Progress Assessment (APPA) for the implementation of audit recommendations from the OAG- Prepared for the Select Standing Committee of Public Accounts
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Rec. # Accepted? Yes / No ²	OAG Recommendations	Actions Planned & Target Date(s) ³	Assessment of Progress to date ⁴ and Actions Taken ⁵ (APPA update)
1 Yes	<p>The Ministry of Finance implement a project plan, describing the scope, required resources, timelines and deliverables, for updating the Capital Asset Management Framework (CAMF) to provide comprehensive guidance for public sector agencies on:</p> <ul style="list-style-type: none"> The information required to underpin capital project planning and how this should be documented; and The type of oversight that should be applied to verify the information presented to government. 	<ul style="list-style-type: none"> The Ministry of Finance will continue to work through the Deputy Minister’s Industry Infrastructure Forum (DMIIF) to implement priority initiatives related to CAMF, including releasing updated best-practice guidance documents and creating new documents. The ministry continues to progress work on the update of the CAMF and reviews the project plan as needed. The revision of CAMF will include guidance on the information required in planning a capital project, documentation needed and the due diligence required on information presented to government, likely as part of the update of the planning, procurement and governance chapters. Tools are being developed to supplement the planning chapter including concept plan and business case guidance, including service delivery options analysis. <p>Target Date: Spring 2021 (Tools) and Fall 2021 (CAMF Revisions)</p>	<p>Progress Assessment: Partially implemented</p> <p>Actions Taken & Discussion:</p> <ul style="list-style-type: none"> Representatives from the construction industry and the provincial government have been working together through the Deputy Ministers and Industry Infrastructure Forum (DMIIF) to review capital asset management practices and current policy direction. DMIIF provides support for consolidated input from, and engagement with, industry. The Ministry of Finance works with the CAMF subcommittee of DMIIF to implement priority initiatives related to CAMF. As a result of that work, the Province implemented a number of best practice guidance documents under the CAMF: Pre-qualification Processes, Privilege Clauses, Guidance for the Release of Information &/or Documents Related to Competitive Procurement Opportunities, Concept Plan Guidance and a Capital Projects Documentation Retention Checklist. Implementation of the project plan for the update of CAMF has begun with the approval and release of best practices guidance documents mentioned above under the “tools and resources” sections. In addition, revisions of the procurement, accounting, financing, risk management, public communications, reporting, and consolidated capital planning chapters are underway. In addition, the business case guidance document that includes direction on strategic options analysis has received DMIIF endorsement and is being vetted for final Executive approval prior to release before the end of the fiscal year. The concept plan guidance was also revised to ensure consistency with the business case guidance and will be released concurrently. The revision of CAMF will include guidance on the information required in planning a capital project, documentation needed and the due diligence required on information presented to government, particularly as part of the update of the planning, procurement and governance chapters. Treasury Board Staff have added staff resources to the CAMF update project and have completed the following pieces of work since the first APPA update: <ul style="list-style-type: none"> Moved the CAMF content from a static pdf file to an online format, making the guidance easier to use and searchable. Business Case Guidance document has been endorsed by DMIIF and is in the final approval stage.

² For each recommendation, the audited organization should state whether or not they have accepted the recommendation and plan to implement it fully by typing either “Yes” or “No” under the number of the recommendation.

³ Target date is the date that audited organization expects to have “fully or substantially implemented” the recommendation. If several actions are planned to implement one recommendation, indicate target dates for each if they are different.

⁴The Select Standing Committee on Public Accounts (PAC) will request that the audited organization provide a yearly update (i.e completed “Assessment of Progress and Actions Taken” column) until all recommendations are fully implemented or otherwise addressed to the satisfaction of the PAC. This is for the APPA update.

⁵ This action plan and the subsequent updates have not been audited by the OAG. However, at a future date that Office may undertake work to determine whether the entity has implemented the recommendations. The results of that work will be reported in a separate report prepared by the OAG.

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			<ul style="list-style-type: none"> • Concept Plan Guidance has been aligned with the Business Case Guidance and updated to reflect current policy. It has also been endorsed by DMIIF and is in the final approval stage. • Jurisdictional review of service delivery options analysis completed, recommendations implemented in the Business Case Guidance and Concept Plan Guidance. • Best Practice Guidance on release of information guidance is being revised in consultation with CITZ, IAO, the construction industry and other stakeholders such as BC Housing. • Updates to the Project Documentation and the Documentation Retention Checklist Guidance completed. • Incorporation of legal review of procurement chapter is underway, finalization of chapter is contingent on changes to the procurement section of the Core Policy and Procedures Manual (expected Spring 2021). • Financing chapter complete; • Accounting chapter complete; • Risk Management chapter in second drafting stage; • Prequalification guidelines under discussion with industry with complementary Vendor Management Guidelines being drafted; • Consolidated Capital Planning chapter undergoing initial review by subject matter experts; • Completion of CAMF sub-committee project to produce supplementary general conditions collaboratively between government and industry for the CCDC 5A and 17 construction management contracts. • Work continues collaboratively between government and industry for supplementary general conditions for architects and CCDC 5B and 2. <p>As the update of CAMF is an ongoing project, the project plan is reviewed and revised internally as needed.</p>
6. Yes	The Ministry of Finance, Ministry of Transportation and Infrastructure, and Partnerships British Columbia improve how they assess and report on whether strategic options assessments and business cases have followed CAMF guidelines.	The Ministry of Finance has drafted guidelines for strategic options assessments (i.e. service delivery options) and business cases as part of the update of the planning section of CAMF, including the development of tools (i.e. scalable Business Case Guidance document, updated Concept Plan Guidance). These will be released before the end of the fiscal year. Target Date: Spring 2021	<p>Progress Assessment: Partially implemented</p> <p>Actions Taken & Discussion:</p> <ul style="list-style-type: none"> • Internal Infrastructure BC (formally Partnerships BC) business case development guidelines are based on CAMF, and as business cases are reviewed by Ministries, IBC and Finance, consideration is given to whether CAMF principles have been met. <p>Ministry of Finance reviews of business cases, including strategic options analysis provided by agencies, are aligned with the principles in CAMF and reported through TBS briefing notes prepared for the advice of Treasury Board. Strategic options analysis, also called service delivery options analysis, is a key component of a project concept plan and business case. A Concept Plan Guidance document has been completed and is available under the tools section of the CAMF https://www2.gov.bc.ca/gov/content/governments/services-for-government/internal-corporate-services/camf. In addition, a jurisdictional scan of best practices for service delivery options analysis has been completed by TBS and informed the final Business Case Guidance document. The business case guidance document that includes direction on strategic options analysis has received DMIIF endorsement</p>

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			and is being vetted for final Executive approval prior to release before the end of the fiscal year. The concept plan guidance was also revised to ensure consistency with the business case guidance in respect of service delivery options analysis and the recommendation from the jurisdictional scan. The business case and concept plan guidance documents will be released concurrently.. The planning chapter of CAMF will also be updated accordingly in due course.
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