

Reply to the 2019 Provincial Auditor Recommendations  
Chapter 10, Provincial Capital Commission, 2019  
Report – Volume 2

## Executive Summary

The Provincial Capital Commission (PCC) has examined the recommendations provided by the Provincial Auditor in her report, dated Dec. 5, 2019. January 21, 2020, the PCC Board unanimously agreed to fully implement her recommendations. The Provincial Capital Commission has since begun to implement a number of actions to bring us into compliance, to be completed by winter 2021. In summary, here is current progress towards the five recommendations.

## Key Findings and Recommendations

### 3.1 Well-defined Processes for Public Consultation for Major Developments Needed

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#### Recommendation

- 1) *We recommend the Provincial Capital Commission make public written responses about the timing, nature and extent of public consultations for major amendments to the Master Plan.*

**Status** In progress

#### Actions To Date

- Developed and posted the checklist for new developments in Wascana Centre to the PCC. This was designed to improve transparency and public information.
- Researched best practice for public consultation, in anticipation of the 2023 Master Plan which will begin development in 2021.

### 3.2 Clear Communication of Design Review Process for Major Developments Required

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#### Recommendation

- 2) *We recommend the Provincial Capital Commission publish, using clear language, its design review process for major developments in Wascana Centre.*

**Status** Completed

### Key Actions

- Developed and posted a checklist for new developments in Wascana Centre.
  - This document outlines detailed steps required for any new major development in Wascana Centre.
  - It also shows current steps required of all existing developments, based on the [2016 Master Plan](#).
- Completed the *PCC Development Process Review Framework*, which guides internal file management on new developments.
- Drafted and implemented a records management plan to make sure communications and processes around new proposed developments are consistent.

### Recommendation

- 3) *We recommend the Provincial Capital Commission keep the public informed about the status of each proposed and approved major development in Wascana Centre until their completion.*

**Status** In progress

### Actions So Far

- Used the publicly shared checklist version of the [Master Plan](#) to clarify required steps, requirements and expectations for any new development in Wascana Centre.
- Is providing project updates to its Board regularly. These will be made public through the posting of meeting summaries on the PCC website.
- Is making sure the PCC file management system supports the process of new development requests, ensuring current and historical data is easily accessible internally.

## 3.3 Documentation of Conformity to Master Plan Necessary

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### Recommendation

- 4) *We recommend the Provincial Capital Commission clearly document in its Board minutes how major improvements and developments It approved conform to the Master Plan.*

**Status** Completed

### Key Actions

- Created a communication plan to maximize transparency.
- Posted PCC [Board biographies](#) and [mandate](#), PCC [strategic plans and framework](#), and [contact information](#) to the PCC website.
- Is featuring decision items and topics discussed for each meeting in a *Board Meeting Summary* document, available on the PCC website after each board meeting.

## 3.4 Formal Requirements with Owners of Buildings in Wascana Centre Needed

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### Recommendation

- 5) *We recommend the Provincial Capital Commission establish agreements with building owners of major developments in Wascana Centre to facilitate control of building use and conformity with The Provincial Capital Commission Act and Master Plan in effect.*

**Status** In Progress

### Key Actions

- Is assessing best-practice examples of sub-lease/tenant agreement approvals to ensure conformity with the Master Plan.

### Conclusion

The Provincial Capital Commission is fully implementing the recommendations of the Provincial Auditor. This is being done through a review of existing processes; the development of new, more transparent ones; and by continuing to align to its Master Plan. The PCC thanks the Auditor for their work.