



2024 Public BIFAC Work Plan

Item 6

January 25, 2024

Building Investment, Finance and Audit Committee

Report: BIFAC:2024-06

To: Building Investment, Finance and Audit Committee
("BIFAC")

From: General Counsel & Corporate Secretary

Date: January 9, 2024

PURPOSE:

The purpose of this report is to establish a 2024 Public Work Plan for the Building Investment, Finance and Audit Committee ("BIFAC").

RECOMMENDATION:

It is recommended that the BIFAC approve, and recommend that the Board of Directors approve, the 2024 Public Work Plan provided as Attachment 1 to this report.

REASON FOR RECOMMENDATION:

The proposed 2024 Public BIFAC Work Plan reflects those matters that have been identified, at this time, as requiring BIFAC's approval during the 2024 calendar year, while not restricting the BIFAC from identifying additional matters that it wishes to consider.

SIGNATURE:

“Darragh Meagher”

Darragh Meagher
General Counsel & Corporate Secretary

ATTACHMENT:

1. Proposed 2024 Public BIFAC Work Plan

STAFF CONTACTS:

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2024 Public BIFAC Work Plan

Q1 January 25, 2024	Q1 March 18, 2024
REGULAR ITEMS	REGULAR ITEMS
2024 Public BIFAC Work Plan	Q4 2023 Facilities Management Quarterly Capital Budget Update
Q3 2023 Facilities Management Quarterly Capital Budget Update	Q4 2023 Reconciliation of Preventive Maintenance and Demand Repair Programs
Q3 2023 Reconciliation of Preventive Maintenance and Demand Repair Programs	Internal Audit Departmental Annual Report for 2023
Internal Audit Work Plan for 2024	Status Update on Audit Recommendations from Internal Audit Reports as of December 31, 2023
Q4 2023 Internal Audit Update	Q4 2023 Strategic Procurement Update
	2023 Year-End ITS Divisional Update
SPECIAL ITEMS	SPECIAL ITEMS

2024 Public BIFAC Work Plan

Q2	Q2
April 22, 2024 (Special BIFAC meeting)	May 31, 2024
REGULAR ITEMS	REGULAR ITEMS
2023 Annual Report and Letter to the Shareholder	Annual Review of BIFAC, IAC and PAC Charters
Annual Information Return	Q1 2024 Facilities Management Quarterly Capital Budget Update
	Q1 2024 Reconciliation of Preventive Maintenance and Demand Repair Programs
	Q1 2024 Delegated Real Estate Property Transactions
	Q1 2024 Procurement Award Committee (“PAC”) Awards and Revenue Contracts
	Q1 2024 Internal Audit Update
	Q1 2024 Strategic Procurement Update
SPECIAL ITEMS	SPECIAL ITEMS
	Annual Capital Project Management Update – 2023 Approved Contracts
	Annual Facilities Condition Index Update
	Firgrove: Update on Request for Expression of Interest (tentative)

2024 Public BIFAC Work Plan

Q3	Q3
July 17, 2024	September 12, 2024
REGULAR ITEMS	REGULAR ITEMS
Annual Review of Board, President and CEO Expenses	Q2 2024 Facilities Management Quarterly Capital Budget Update
Bi-Annual ITS Divisional Update	Q2 2024 Reconciliation of Preventive Maintenance and Demand Repair Programs
	Q2 2024 Delegated Real Estate Property Transactions
	Q2 2023 Procurement Award Committee (“PAC”) Awards and Revenue Contracts
	Q2 2024 Internal Audit Update
	Status Update on Audit Recommendations from Internal Audit Reports as of June 30, 2024
	2024-25 Corporate Insurance Renewal (tentative)
	Q2 2024 Strategic Procurement Update
SPECIAL ITEMS	SPECIAL ITEMS

Q4
November 4, 2024
REGULAR ITEMS
Q3 2024 Facilities Management Quarterly Capital Budget Update
Q3 2024 Reconciliation of Preventive Maintenance and Demand Repair Programs
Q3 2024 Delegated Real Estate Property Transactions
Q3 2023 Procurement Award Committee (“PAC”) Awards and Revenue Contracts
Q3 2024 Internal Audit Update
Q3 2024 Strategic Procurement Update
SPECIAL ITEMS