

**Ministry of Finance**  
**BRIEFING DOCUMENT**

**To:** Honourable Michael de Jong, Q.C.  
Minister of Finance

**Date Requested:** February 14, 2014  
**Date Required:** March 14, 2014

**Initiated by:** Cheryl Wenezenki-Yolland  
Associate Deputy Minister

**Date Prepared:** March 10, 2014

**Ministry Contact:** John Mazure  
Assistant Deputy Minister  
Gaming Policy and Enforcement

**Phone Number:** (250) 953-4482  
**Email:** John.Mazure@gov.bc.ca

**334980**

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**TITLE:** Gaming Policy and Enforcement Branch Annual Report.

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**PURPOSE:**

☒ **FOR INFORMATION**

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Executive Director approval: \_\_\_\_\_

ADM approval: \_\_\_\_\_

DM approval: \_\_\_\_\_

**DATE PREPARED:** March 10, 2014

**TITLE:** Gaming Policy and Enforcement Branch Annual Report.

**ISSUE:** This document outlines the Gaming Policy and Enforcement Branch Annual Report, as required under section 29(1) of the *Gaming Control Act*.

**BACKGROUND:**

The Gaming Policy and Enforcement Branch (GPEB) Annual Report provides an account of the activities of the Branch fiscal year, and outlines the ways in which the Branch ensures that gaming is conducted responsibly and with integrity. The report includes a Letter of Transmittal from the Minister of Finance, as well as an Accountability Statement from the Assistant Deputy Minister of the Branch.

GPEB's requirement to report is laid out in section 29(1) of the *Gaming Control Act* (GCA), which states that the General Manager, GPEB, must submit to the Minister a report on Branch operations for the preceding fiscal year. Pursuant to section 18(a) of the *Budget Transparency Accountability Act*, GPEB must present the document to the Legislative Assembly, or file the document with the Clerk of the Legislative Assembly if it is not in session.

In addition, section 29(2) of the GCA requires the General Manager, at the request of the Minister, to report on specific matters in the manner and at the times required by the Minister.

**DISCUSSION:**

GPEB's Annual Report provides key facts about gaming in British Columbia and outlines the Branch's strategic focus and special projects for the previous fiscal year. It highlights the responsibilities of each division in GPEB and their respective initiatives under three broad categories:

- Ensuring citizens and communities are protected
  - Registration and Certification Division
  - Quality Assurance and Risk Division
- Ensuring compliance with regulations and standards
  - Audit and Compliance Division
  - Investigations and Regional Operations Division
  - Racing Division
- Supporting citizens and communities
  - Responsible Gambling Division
  - Licensing and Grants Division

Further, the report outlines the distribution of gaming funds to local communities, branch operations and essential government services.

The Annual Report will be provided to the desktop publisher for design and layout on March 14, 2014, and sent to the printer by March 24. It has been reviewed and approved by the General Manager, GPEB, and will be forwarded to the Minister for information by March 28.

The report includes a Letter of Transmittal from the Minister, introducing the report and providing a high level description of GPEB's responsibilities and key initiatives. GPEB will draft this letter for the Minister's signature. Please see Appendix A for the Letter of Transmittal.

Due to low staffing levels within the Branch, GPEB has not had the capacity to complete the report before this time. GPEB expects to complete the 2012/13 Annual Report for the Minister to lay before the Legislative Assembly by March 31, 2014. The 2011/12 report was completed within the same timeframe last year.



## Appendix A – Letter of Transmittal

### Letter of Transmittal

I am pleased to submit to the British Columbia Legislature the 2012/13 Annual Report for the Gaming Policy and Enforcement Branch (GPEB) of the Ministry of Finance. The information in this report reflects the activities of the Branch between April 1, 2012 and March 31, 2013. During the period covered by this report, the branch was a part of the Ministry of Energy, Mines and Natural Gas.

GPEB regulates the gaming industry in British Columbia, including regulatory oversight of the British Columbia Lottery Corporation (BCLC). Its mandate is to ensure the integrity of gaming in the province, and that the interests of the public are protected.

As technology continues to evolve, new challenges arise in the regulation of gaming. Casinos and community gaming centres are introducing new technologies into their venues, and online and mobile gambling continues to grow and advance. This fiscal year included the introduction of electronic 50/50 raffle ticketing systems, which posed unique challenges to the Branch in the certification and testing of equipment, and registration of gaming service providers. Flexible and creative approaches are required to address these and other changes to the industry to ensure that the same standards apply to all forms of gaming.

BCLC, GPEB and police forces also remain committed to deterring money laundering in British Columbia's gaming facilities by shifting the gaming industry away from its reliance on cash. In 2013/13 GPEB introduced internet transfers into British Columbia's gaming facilities and began accepting funds from U.S. banks. The main focus of the Province's Anti-Money Laundering (AML) strategy is to shift the gaming industry away from cash transactions, while ensuring that remaining cash transactions are appropriately analyzed.

Government continues to support the BC horse racing industry through the BC Horse Racing Industry Revitalization Initiative. For 2012/13, government's financial contribution was \$7.0 million. The government-appointed BC Horse Racing Industry Management Committee (HRIMC) continues to guide the industry in its effort to become financially stable and sustainable.

I will continue to ensure the effective regulation of British Columbia's gaming industry and the protection of consumers and partners by working closely with GPEB management and staff to address these ongoing challenges.

**Honourable Michael de Jong,  
Minister of Finance**

**Ministry of Finance**  
**BRIEFING DOCUMENT**

**To:** Honourable Michael de Jong, Q.C.  
Minister of Finance

**Date Requested:** April 22, 2014  
**Date Required:** April 23, 2014

**Initiated by:** Suzanne Bell  
Executive Director  
Corporate Services

**Date Prepared:** April 22, 2014

**Ministry Contact:** John Mazure  
Assistant Deputy Minister  
Gaming Policy & Enforcement Branch

**Phone Number:** (250) 953-4482  
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**335873**

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**TITLE:** Internal administrative review of the Gaming Policy & Enforcement Branch (GPEB)

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**PURPOSE:**

☒ (X) FOR INFORMATION

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**COMMENTS:**

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Executive Director approval: \_\_\_\_\_

ADM approval: \_\_\_\_\_

DM approval: \_\_\_\_\_

**DATE PREPARED:** April 22, 2014

**TITLE:** Internal administrative review of the Gaming Policy & Enforcement Branch (GPEB)

**ISSUE:** Ensuring GPEB is able to continue to carry out responsibilities given to it under the *Gaming Control Act* in the context of an evolving gambling industry.

**BACKGROUND:**

- On April 29, 2014, the Assistant Deputy Minister of GPEB will launch an internal administrative review of the Branch to improve its operations.
- The purpose of the review is to:
  - Support the ongoing success of GPEB in meeting its responsibilities under the *Gaming Control Act* in the context of an evolving gaming industry; and
  - Determine how GPEB programs and services can best be aligned, integrated and delivered to ensure the integrity of gaming.
- The Corporate Services Division, Ministry of Finance will facilitate the review and provide project management support.
- The review will involve consultation with employees representing work units across the Branch to understand the Current State and with Branch Executive to determine the Future State (both defined below).
- The review will also involve consultation with the British Columbia Lottery Corporation (BCLC) in those areas where both GPEB and BCLC currently operate (e.g., compliance and enforcement, responsible gambling). The review will not involve consultation with the public.
- The review will result in four deliverables:
  1. *Current State* – An analysis of current Branch programs, services, outcomes, business processes, external environment and organizational structure.
  2. *Future State* – GPEB vision, goals, objectives and strategies to support ongoing success.
  3. *Recommendations and Implementation Plan* – plan to support optimal program and service delivery.
  4. *Implementation* – Implement approved recommendations.

- The review will begin in April, 2014, with recommendations expected in fall 2014 and implementation to begin before the end of the calendar year.
- The Project Team consists of:
  - Executive Sponsor: John Mazure, ADM, GPEB
  - Steering Committee: ADM and Executive Team, GPEB
  - Project Director: Raeleen Siu, Strategic Human Resources Branch, Ministry of Finance (with support from Elaine Jones, Executive Director, Shelagh McIntyre and Christine Smiley, SHR Managers)
  - Communication Support: Donna Selbee, Executive Director, Ministry of Finance



**Ministry of Finance**  
**BRIEFING DOCUMENT**

**To:** Honourable Michael de Jong, Q.C.  
Minister of Finance  
**Date Requested:** February 18, 2014

**Initiated by:** Cheryl Wenezenki-Yolland  
Associate Deputy Minister  
**Date Prepared:** March 7, 2014

**Ministry Contact:** Darlene Therrien  
Senior Advisor  
Crown Agencies Resource Office  
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**334840**

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**TITLE:** s13, s17, s12 Shared Administrative Services  
Opportunities Assessment Project - Core Review

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**PURPOSE:**

**(X) DECISION REQUIRED**

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**COMMENTS:**

As part of 2013 Core Review, the Ministry of Finance's proposal to the  
Cabinet Committee Working Group for Core Review about s12, s13, s17

s13, s17, s12

s13, s17, s12 and report back to the Cabinet Committee Working Group for Core Review

s12, s13, s17

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Executive Director approval: \_\_\_\_\_

ADM approval: \_\_\_\_\_

DM approval: \_\_\_\_\_

**DATE PREPARED:** March 7, 2014

**TITLE:** s13, s17, s12 : Shared Administrative Services  
Opportunities Assessment Project - Core Review

**ISSUE:** To initiate the project, letters from the Minister require approval and  
distribution to s12, s13, s17  
s13, s17, s12

**BACKGROUND:**

As part of 2013 Core Review, s12, s13, s17  
s12, s13, s17 the Cabinet Committee Working Group for Core Review  
(CCWGCR).

The purpose of the project is to inform government on the state of shared services  
across the s12, s13, s17 and identify and  
determine the opportunities to reduce costs incurred by s12, s13, s17 for corporate and  
administrative services/systems by using shared services models while achieving best  
value for money and meeting business needs. This includes, determining opportunities  
for leveraging and formalizing shared services with existing models and practices  
currently in place.

The project is in the discovery and opportunities assessment phase and will report  
preliminary findings back to the CCWGCR on May 21, 2014. Should the final  
recommendations receive approval from a future meeting of CCWGCR, it will take  
several years for full implementation to avoid expensive transition costs such as  
breaking existing contracts and severance costs.

The project approach is based on the Advanced Education Sector Shared Services  
Project. Using a similar collaborative approach, a stakeholder engagement strategy is  
being used for s12, s13, s17 to explore the opportunities for shared services  
that would result in cost savings for government.

s13, s17, s12 are included in this project. s13, s17, s12

s13, s17, s12

**DISCUSSION:**

The Associate Deputy Minister, Cheryl Wenezenki-Yolland, is the Executive Sponsor and Chair of the Steering Committee.

s12, s13, s17

s12, s13, s17

The project requires s12, s13, s17 to provide data on their corporate services/systems in order to develop recommendations. s12, s13, s17 will report to the Steering Committee and be accountable to deliver the opportunities assessment. They will be doing the work of data collection with s12, s13, s17 including workshops, interviews and questionnaires as needed.

s12, s13, s17

The Minister of Finance's visible commitment to this Core Review project will have a high degree of influence on stakeholder buy-in and participation. This is required as success is dependent on gathering data about corporate and administrative services/systems from s12, s13, s17. Consequently, letters to s12, s13, s17 from the Minister of Finance are recommended.

The purpose of these letters is to gain executive support to ensure participation, reliable data collection and valid preliminary findings to be presented to the CCWGCR in May.

s12, s13, s17

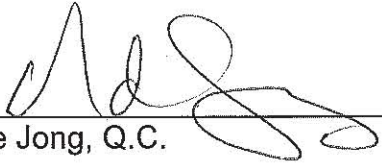
**OPTIONS:**

1. Initiate the s13, s17, s12 Shared Administrative Services Opportunities Assessment – Core Review Project by:
  - a. Agreeing to the proposed project engagement approach (Appendix A).
  - b. Confirming the list of participating s13, s17, s12 (Appendix B).
  - c. Approving the Minister's communication to initiate the project (Appendix C).
2. Provide alternative or additional direction regarding the letters and approve with changes.

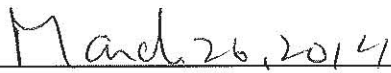
RECOMMENDATION:

Option 1

**APPROVED** / NOT APPROVED



Michael de Jong, Q.C.  
Minister



Date

Attachments