

3. To recommend to the Advisory Committee the acceptance or otherwise of the plans, specifications and estimated costs submitted to the Department.

From the information made available to us, it would appear that the Sub-committee has in the past limited its functions to item (1) above and to comments on the overall appearance of the building being planned. Relatively little emphasis has been put on the effect of the design on operating efficiency and construction costs.

We were informed that the senior personnel of the Property Management Division are aware of the need to analyze at an early stage the effect that the design presented by an architect will have on the functioning of a chancery. Henceforth they are proposing to present their views more strongly in meetings with the architects.

In this same connection, we believe the staff of the Division should refer those matters on which they are not in agreement with the architect - particularly as they relate to operating efficiency and construction costs - to the Architectural Sub-committee for their consideration and recommendations.

APPOINTING AND BRIEFING A CANADIAN ARCHITECT

The selection of a Canadian architect is made by the Minister of Public Works, normally from a list provided to him by the Architectural Sub-committee, and concurrence is obtained from the Secretary of State for External Affairs.

Following the selection of the architect, and his acceptance, a briefing meeting takes place between the architect and representatives of the Department of Public Works and the Property Management Division. To assist the architect in arriving at the optimum compromise between the conflicting desires of distinctiveness of design and minimal operating and construction costs, we suggest that definite cost and other guidelines be established prior to the briefing of the architect and that he be requested to remain within these guidelines. The architect should also be supplied with a copy of the Relationship Chart mentioned earlier to assist him in arriving at floor layouts that will provide the necessary working relationship between the functions represented at the post.

If network diagrams are used, the architect should be supplied with a copy of the diagram and requested to estimate the duration of the activities under his control. He should be informed that progress reports will be required at regular intervals for the purpose of up-dating the schedule.