NATIONAL CAPITAL COMMISSION
COMMISSION DE LA CAPITALE NATIONALE

Annual Report to Parliament

ACCESS TO INFORMATION ACT

APRIL 1, 2025, TO MARCH 31, 2026

Canada

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INTRODUCTION

The *Access to Information Act* gives Canadian citizens, as well as people and corporations present in Canada, the right to have access to federal government records that are not of a personal nature. The *Access to Information Act* complements but does not replace other procedures for obtaining government information. It is not intended to limit in any way the access to government information that is normally available to the public upon request. This annual report to Parliament was prepared and shall be tabled in accordance with section 94 of the *Access to Information Act*.

The National Capital Commission (NCC) is a federal Crown corporation created by the Parliament of Canada in 1959 under the *National Capital Act* (NCA). The role of the NCC, as defined by the NCA, is "to prepare plans for and assist in the development, conservation and improvement of the National Capital Region in order that the nature and character of the seat of the Government of Canada may be in accordance with its national significance." The corporation fulfills this role through the following areas of activity:

- setting the long-term planning direction for federal lands in the National Capital Region;
- regulating the use and development of federal lands in the National Capital Region;
- managing, conserving and protecting NCC assets (including Gatineau Park, the Greenbelt, urban parks, real property, and other assets such as bridges, pathways and parkways); and
- maintaining heritage sites in the National Capital Region, such as the official residences and commemorative sites.

The NCC's mission is to ensure that Canada's National Capital Region is of national significance and a source of pride for Canadians.

The NCC does not have any wholly owned subsidiaries and did not have any during the reporting period.

ORGANIZATIONAL STRUCTURE

During the reporting period, the Access to Information and Privacy (ATIP) Office was responsible for the administration of the *Access to Information Act* and the *Privacy Act* for the NCC. The ATIP Office was part of the Policy, Public, and Legal Affairs (PPLA) Branch of the corporation, and, at the end of the 2025-2026 reporting period, consisted of three ATIP analysts who reported to the Senior Manager, Strategic Initiatives. The Director, Policy and Strategic Planning acted as the institutional coordinator.

The ATIP Office ensured that the NCC met its legislated obligations in responding to requests with support from a network of ATIP branch representatives in each of the corporation's program areas.

Regarding the proactive requirements found in Part 2 of the *Access to Information Act*, the Corporate Management Services Branch was responsible for coordinating and validating the publication of the Travel and Hospitality expenses, whereas the publication of reports tabled to Parliament was coordinated by the PPLA Branch.

The NCC was not party to any service agreements pursuant to section 96 of the *Access to Information Act*.

For a breakdown of the groups responsible for meeting each applicable proactive publication requirement under Part 2 of the Act, see the section "Proactive Publication under Part 2 of the *Access to Information Act*", below.

DELEGATION OF AUTHORITY

The chairperson of the NCC is designated as head of the institution by virtue of the "*Access to Information Act* Heads of Government Institution Delegation Order (SI/83-113, as amended)." In this role, the chairperson has delegated the authority under the *Access to Information Act* to key officials within the organization, in accordance with section 95 of the *Access to Information Act*.

The Chief Executive Officer, and the Vice-President, Policy, Public and Legal Affairs, have full delegated authority, whereas the Director, Policy and Strategic Planning, and the Senior Manager, Strategic Initiatives, have more limited authority that facilitates the management of the program. The ATIP analysts have limited delegated authority to support day to day operations of the program.

A copy of the delegation order, signed on May 19, 2026, is attached for reference (see Appendix B).

PERFORMANCE UNDER PART 1 OF THE *ACCESS TO INFORMATION ACT, 2025-2026*

The following statistics describe the administration of the *Access to Information Act* within the NCC for the period of April 1, 2025, to March 31, 2026, as found in Appendix A.

Requests Processed Under the *Access to Information Act*

During the reporting period, 155 *Access to Information Act* requests were received. This is much higher than the volume received in 2024–2025, largely due to the fact that, following a ruling by the Commissioner of Official Languages in 2025-2026, the NCC began processing informal requests as formal access requests. These requests represent 43%, or 67 of 155, of the total requests received over the reporting period.

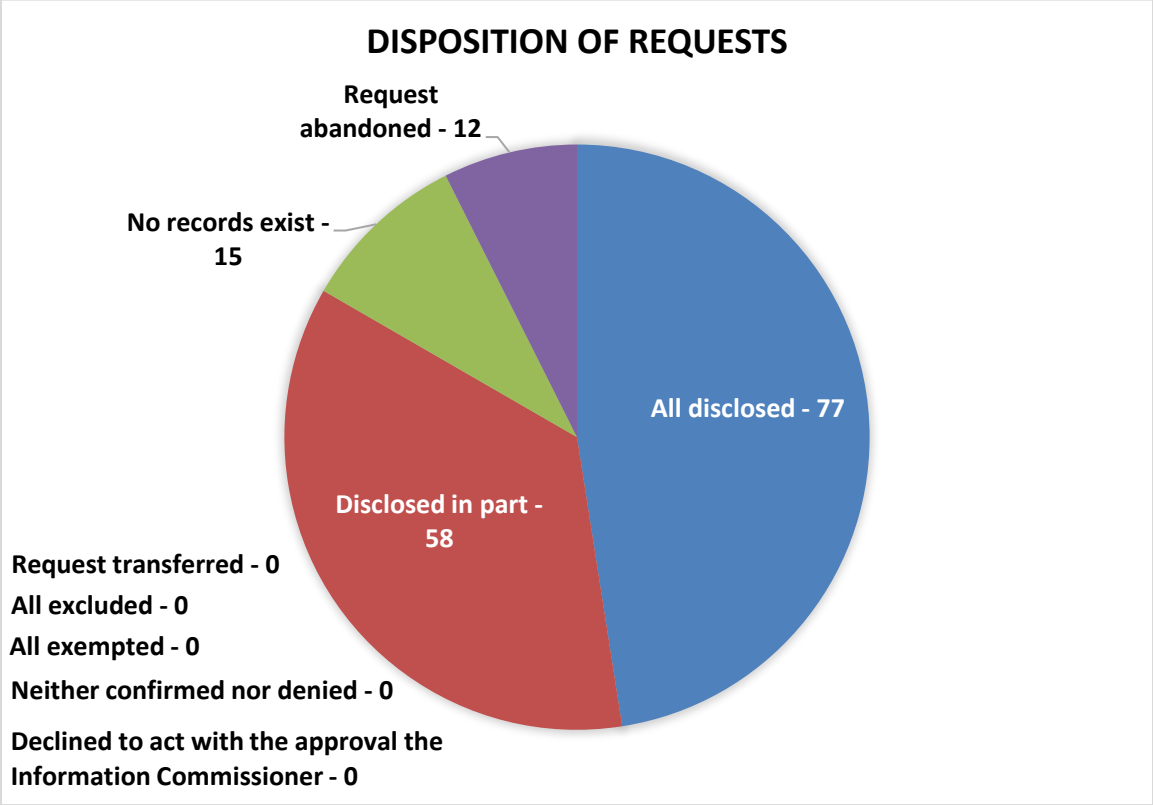
Including the 53 requests carried over from the previous reporting periods, the ATIP Office worked on 208 requests in total in 2025–2026. Of those, 162 were closed while 46 were carried over to the next reporting period.

The statistics show that most of the 155 requests received during the period originated from the media (73), followed by organizations (31), the public (28), academia (2) and the business community (2). Nineteen requesters did not identify themselves.

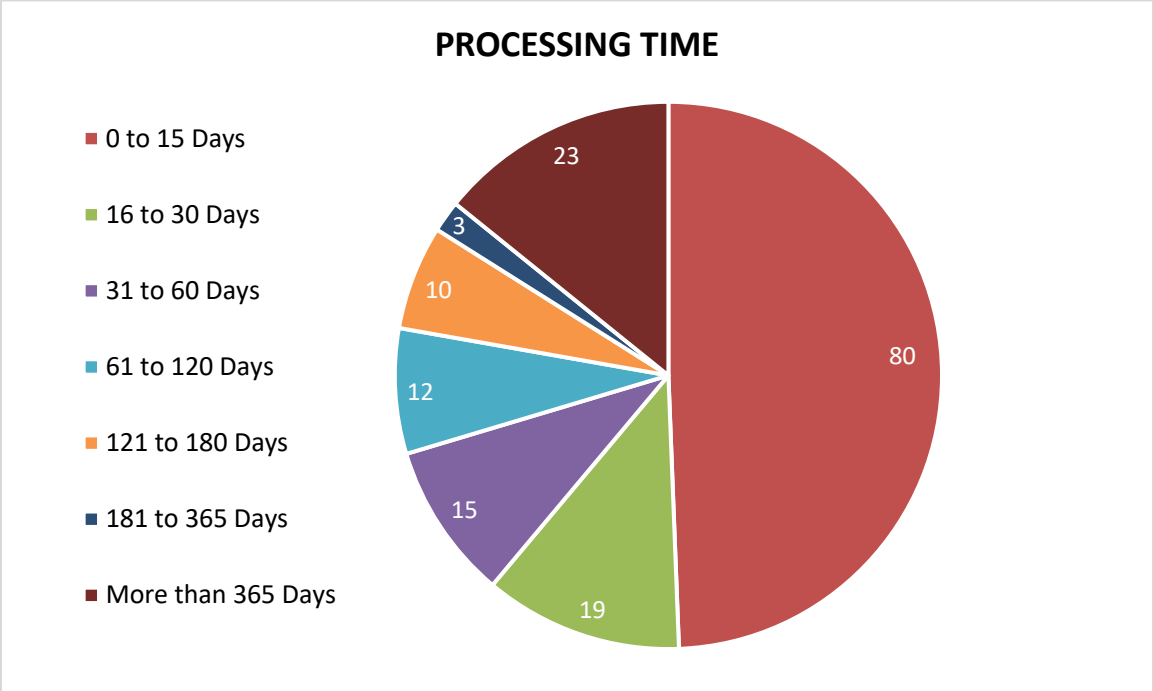
Most requests received were related to NCC real property or assets, and the official residences.

Disposition of Requests

The following pie chart shows the disposition of the 162 requests that were completed during the reporting period.



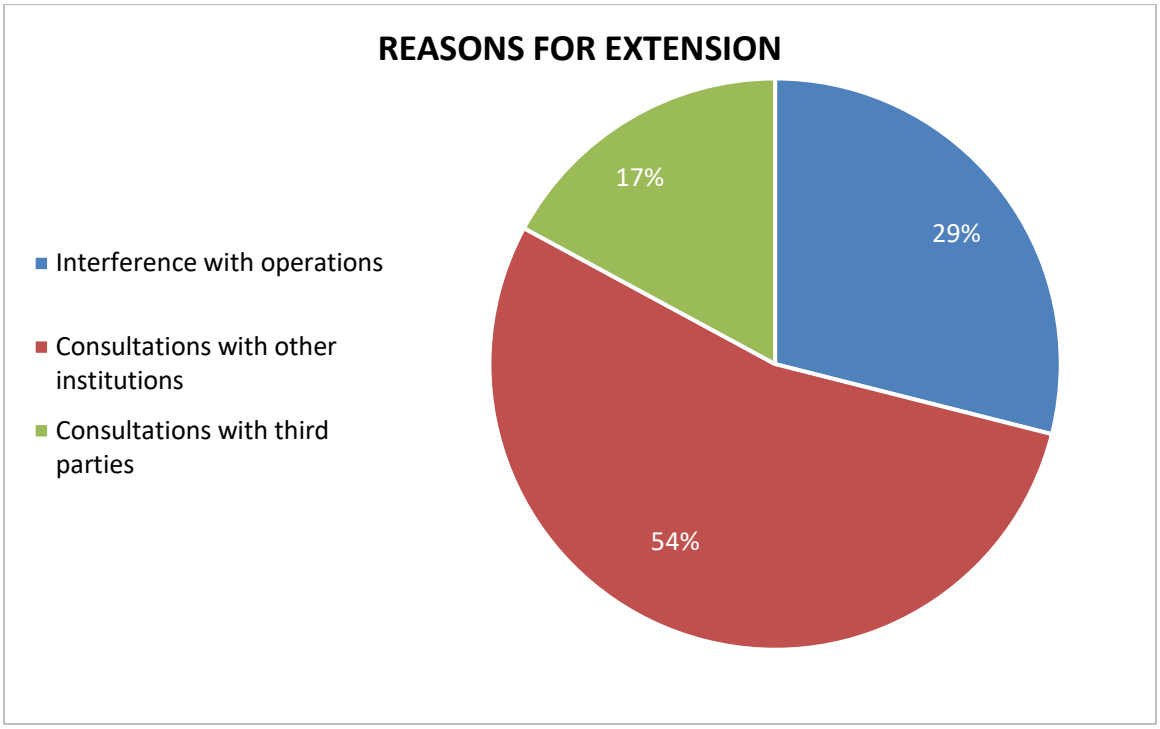
The NCC responded to 117 (72.2%) of the completed requests within the legislated timeframe and was able to provide records electronically in all cases. The chart below shows the number of requests completed within each processing timeframe.



The NCC was unable to meet the statutory deadline for 45 requests closed in 2025–2026. The reasons for not meeting legislative timelines were interference with operations/workload (30 requests), external consultation (5 requests), and other reasons (10 requests).

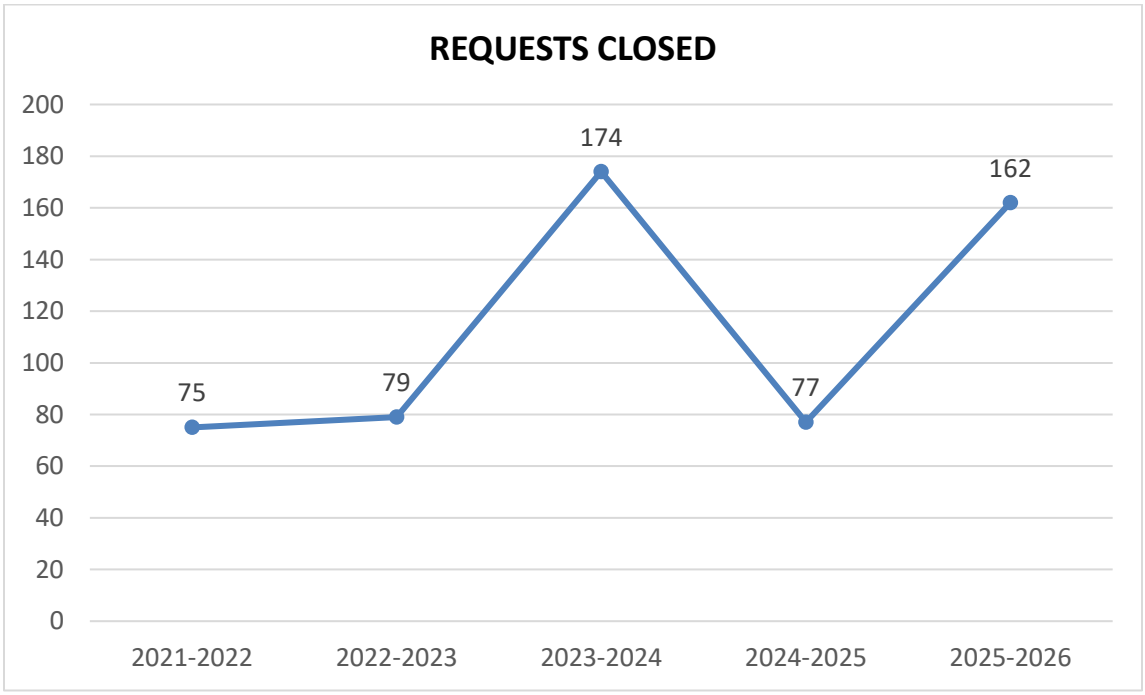
Extensions

Extensions were invoked on several occasions (76 requests). These extensions exceeded 30 days 68% of the time, with the vast majority of extensions being taken to enable consultations, both with other institutions (54%) and with third parties (29%).

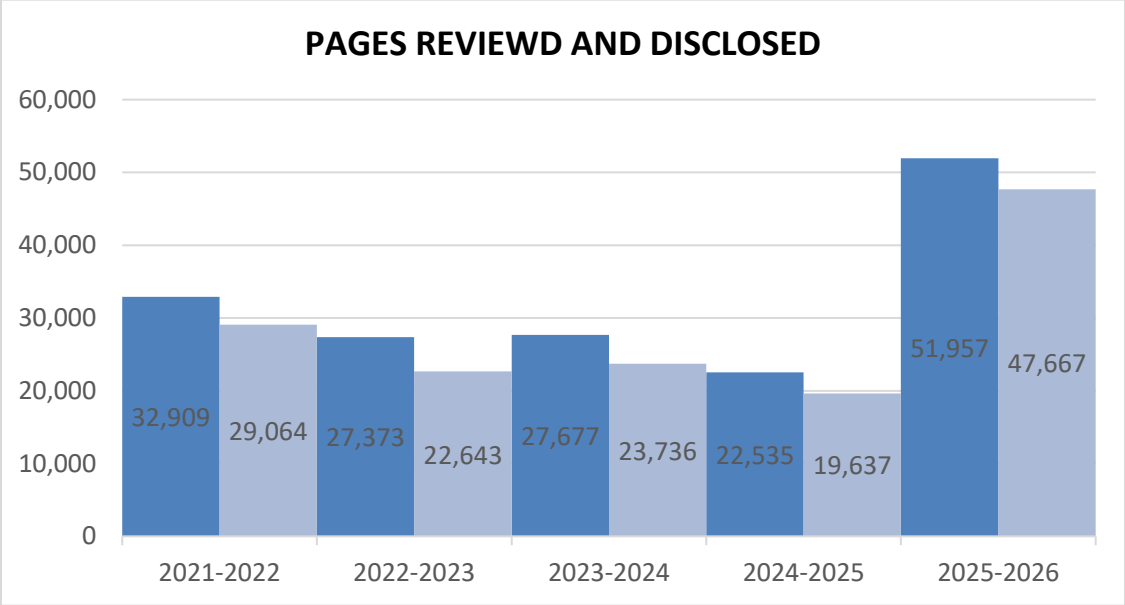


Requests Closed

Since the 2021–2022 fiscal year, the NCC has received 581 *Access to Information Act* requests. The following charts show the work completed during this period. Of note, the upward shift in 2025-2026 was, as previously noted, due to the NCC processing informal requests as formal requests (this represents 67 additional requests which are included in the 162 represented below).



The number of pages reviewed for the purpose of responding to access requests increased from 22,535 pages in 2024–2025, to 51,957 pages in 2025–2026. These figures represent only those formal *Access to Information Act* requests completed, and do not account for the number of pages reviewed for currently active files, nor the informal requests that the NCC processed as formal requests (which represents the re-release of an additional 34,525 pages that had previously been reviewed).



Consultations from Other Government Institutions

The NCC also received 12 requests for consultation from other government institutions, which is comparable to the 13 received in the previous reporting period. All 12 consultations were completed by the end of 2025–2026, representing 477 pages requiring review, a significant decrease from the 1,018 pages reviewed in the previous reporting period. All consultations but one were responded to on time, with nine of these completed within 15 days of being received. Further to this, the NCC also completed three requests for consultation from organizations outside the Government of Canada during the reporting period. Two of these requests were completed in the 16-to-30-day timeframe, whereas it took longer than 365 days to complete the third request.

Requests Outstanding at the End of the Reporting Period

At the end of the reporting period, there were 46 outstanding requests, 34 of which had been received in 2025-2026 and were still within the legislated timeline, and 12 of which were past the legislated deadline. Of those 12, two were from 2019–2020, eight from 2023–2024, and two from 2024–2025.

Complaints and Investigations

Seven complaints were received in 2025–2026 and there were two outstanding complaints carried over from fiscal year 2024–2025. Eight complaints were closed by the Office of the Information Commissioner (OIC) before the end of the reporting period. One complaint was active at the end of the period, which had been received at the end of 2025–2026.

TRAINING AND AWARENESS

General ATIP training is offered, in both official languages, to NCC employees at large. The Canada School of Public Service Access to Information and Privacy online course is included as mandatory NCC training, offered through the corporation's onboarding process, and was completed by 65 NCC employees over the course of the reporting period.

Over the course of the reporting period, NCC-specific ATIP training was developed. The NCC is working on developing and implementing a corporation-wide training plan throughout the course of the 2026-2027 year.

POLICIES, GUIDELINES, AND PROCEDURES

The NCC has several Corporate Administrative Policies and Procedures (CAPPs) that guide on the conduct of administrative activities and provide direction on decision-making. More specifically, the CAPP on Access to Information helps to ensure that the NCC fulfills its obligations under the *Access to Information Act*.

This policy provides guidance to employees with respect to the application of the *Access to Information Act,* and outlines the responsibilities of the Executive Management Committee, senior managers, branch representatives, managers and employees. This policy was last updated in 2019.

INITIATIVES AND PROJECTS TO IMPROVE ACCESS TO INFORMATION

Over the course of the reporting period, the NCC evaluated the different options to change its ATIP processing system, as the current system will no longer be supported by the vendor. The choice of the replacement system was finalized in fiscal year 2025–2026. The NCC will begin the process of procuring the replacement system in Q3 2026-2027, with the goal of implementing the new system in Q2 of 2027-2028.

SUMMARY OF KEY ISSUES AND ACTIONS TAKEN ON COMPLAINTS

As reported above, the NCC received seven complaints over the course of the reporting period and carried two over from the previous reporting period. Of these nine

complaints, eight were discontinued and one was carried over to the next reporting period (2026-2027).

In all instances, the NCC cooperated with the Office of the Information Commissioner (OIC). The OIC discontinued all eight complaints, finding that they were not substantiated. Of the eight complaints, five alleged that the NCC did not give access to the requested records within the 30-day legislated time period, and three alleged that the NCC took an unreasonable extension. In all cases, the NCC produced the records prior to an investigation beginning. The complaints were therefore deemed as moot and the investigations were discontinued.

PROACTIVE PUBLICATION UNDER PART 2 OF THE *ACCESS TO INFORMATION ACT*

For the purposes of Part 2 of the *Access to Information Act*, the NCC is an institution. The NCC has put procedures in place to ensure that the proactive disclosures it must publish are available to the public within the required timeframes.

Travel and Hospitality expense reports are generated for each division. Once received, the divisions validate and complete a proactive disclosure form. These are returned to the NCC's Finance team by the fifteenth day of the month for a final review before the Director of Finance and the Chief Financial Officer approve them. The reports are then uploaded to the Open Government proactive disclosure web page by the NCC's Finance team within the expected deadline.

The NCC annual report and the ATIP annual reports, tabled in Parliament, follow a similar procedure. Once a report has been tabled, the responsible division works with the NCC's web team to ensure that it is published on the NCC website. The NCC does not have an automated system to publish proactively disclosed information.

During the 2025–2026 year, the NCC published 100% of its proactive publications on time.

Proactive Publication Requirements Table

Legislative Requirement	Section of ATIA	Publication Timeline	Does the requirement apply to your institution? (Y/N)	Internal group(s) or positions(s) responsible for fulfilling requirement	% of proactive publication requirements published within legislated timelines	Link to web page where published
Apply to all Government Institutions as defined in section 3 of the *Access to Information Act*						
Travel Expenses	82	Within 30 days after the end of the month of reimbursement	Yes	Finance Division	100	ncc-ccn.gc.ca/proactive-disclosure
Hospitality Expenses	83	Within 30 days after the end of the month of reimbursement	Yes	Finance Division	100	ncc-ccn.gc.ca/proactive-disclosure
Reports tabled in Parliament	84	Within 30 days after tabling	Yes	Policy and Strategic Planning Division	100 100	https://ncc-ccn.gc.ca/transparency ncc-ccn.gc.ca/about-us
Apply to government entities or Departments, agencies, and other bodies subject to the Act and listed in Schedules I, I.1, or II of the *Financial Administration Act* (FAA)						
Contracts over $10,000	86	Q1-3: Within 30 days after the quarter Q4: Within 60 days after the quarter	No			
Grants & Contributions over $25,000	87	Within 30 days after the quarter	No			
Packages of briefing materials prepared for new or	88(a)	Within 120 days after appointment	No			

incoming deputy heads or equivalent						
Titles and reference numbers of memoranda prepared for a deputy head or equivalent, that is received by their office	88(b)	Within 30 days after the end of the month received	No			
Packages of briefing materials prepared for a deputy head or equivalent's appearance before a committee of Parliament	88(c)	Within 120 days after appearance	No			
Applies to government institutions that are departments named in Schedule I to the FAA or portions of the core public administration named in Schedule IV of the FAA (i.e. government institutions for which Treasury Board is the employer)						
Reclassification of positions	85	Within 30 days after the quarter	No			
Apply to Ministers' Offices (therefore apply to any institution that performs proactive publication on behalf of a Minister's Office)						
Packages of briefing materials prepared by a government institution for new or incoming ministers	74(a)	Within 120 days after appointment	No			
Titles and reference numbers of memoranda prepared by a government institution for	74(b)	Within 30 days after the end of the month received	No			

the minister, that is received by their office						
Package of question period notes prepared by a government institution for the minister and in use on the last sitting day of the House of Commons in June and December	74(c)	Within 30 days after the last sitting day of the House of Common in June and December	No			
Packages of briefing materials prepared by a government institution for a minister's appearance before a committee of Parliament	74(d)	Within 120 days after appearance	No			
Travel Expenses	75	Within 30 days after the end of the month of reimbursement	No			
Hospitality Expenses	76	Within 30 days after the end of the month of reimbursement	No			
Contracts over $10,000	77	Q1-3: Within 30 days after the quarter Q4: Within 60 days after the quarter	No			
Ministers' Offices Expenses Note: This consolidated report is currently	78	Within 120 days after the fiscal year	No			

published by TBS on behalf of all institutions.						

MONITORING COMPLIANCE

Over the course of the reporting period, the ATIP team regularly monitored the time taken to process active access to information requests and continued to meet weekly to review all active requests. A weekly report that includes the status of each request and time lapsed since the request was received is shared with senior management (Vice-President level), as well as with the Minister's office.

To limit inter-institutional consultation and reduce the processing times, the ATIP Office:

- performs a search for previously processed records in its processing system;
- performs an internet search to assess what information is already publicly available; and,
- keeps track of certain types of information that external institutions and the NCC have agreed should always be disclosed or should always be exempted.

Regarding proactive disclosures under Part 2 of the Act, compliance is monitored by the Vice-President of the division responsible for the production of the materials and ensuring the disclosure. Overall compliance is shared with Parliament annually through this report.

The Information Technologies and Geomatic Services division works with NCC program areas to render datasets, and other information of interest, available on the Open Government portal.

There are generic paragraphs included in contracts and agreements to inform the parties that these documents could be disclosed if requested, as they are subject to the *Access to Information Act*.

APPENDIX A

Statistical Reports on the *Access to Information Act*

Government of Canada | Gouvernement du Canada

Statistical Report on the *Access to Information Act*

Name of institution: National Capital Commission

Reporting period: 4/1/2025 to 3/31/2026

Section 1: Requests Under the *Access to Information Act*

1.1 Number of requests

		Number of Requests
Received during reporting period		155
Outstanding from previous reporting periods		53
• Outstanding from previous reporting period	14	
• Outstanding from more than one reporting period	39	
Total		**208**
Closed during reporting period		162
Carried over to next reporting period		46
• Carried over within legislated timeline	34	
• Carried over beyond legislated timeline	12	

1.2 Sources of requests

Source	Number of Requests
Media	73
Academia	2
Business (private sector)	2
Organization	31
Public	28
Decline to Identify	19
Total	**155**

Section 2: Informal Requests

2.1 Number of informal requests

		Number of Requests
Received during reporting period		3
Outstanding from previous reporting periods		0
• Outstanding from previous reporting period	0	
• Outstanding from more than one reporting period	0	
Total		**3**
Closed during reporting period		3
Carried over to next reporting period		0

2.2 Completion time of informal requests

Completion Time							
0 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
3	0	0	0	0	0	0	**3**

2.3 Pages released and re-released informally

Less Than 500 Pages Released and Re-released		500-10000 Pages Released and Re-released		More Than 10000 Pages Released and Re-released	
Number of Requests	Number of pages	Number of Requests	Number of pages	Number of Requests	Number of pages
2	66	1	538	0	0

Section 3: Applications to the Information Commissioner on Declining to Act on Requests

	Number of Requests
Outstanding from previous reporting period	0
Sent during reporting period	0
Total	**0**
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Withdrawn during reporting period	0
Carried over to next reporting period	0

Section 4: Requests Closed During the Reporting Period

4.1 Disposition and completion time

	Completion Time							
Disposition of Requests	0 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
All disclosed	70	5	1	1	0	0	0	**77**
Disclosed in part	0	4	13	11	10	3	17	**58**
All exempted	0	0	0	0	0	0	0	**0**
All excluded	0	0	0	0	0	0	0	**0**
No records exist	4	10	1	0	0	0	0	**15**
Request transferred	0	0	0	0	0	0	0	**0**
Request abandoned	6	0	0	0	0	0	6	**12**
Neither confirmed nor denied	0	0	0	0	0	0	0	**0**
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	**0**
Total	**80**	**19**	**15**	**12**	**10**	**3**	**23**	**162**

4.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	1	16(2)	2	18(a)	14	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	14	20.2	0
13(1)(c)	0	16(2)(b)	35	18(c)	24	20.4	0
13(1)(d)	0	16(2)(c)	35	18(d)	19	21(1)(a)	34
13(1)(e)	0	16(3)	2	18.1(1)(a)	0	21(1)(b)	35
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	9
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	1
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	0	22	0
15(1)	1	16.1(1)(d)	0	19(1)	61	22.1(1)	2
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	20
15(1) - Def.*	0	16.3	0	20(1)(b)	32	23.1	20
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	42	26	0
16(1)(a)(ii)	0	16.5	0	20(1)(d)	2		
16(1)(a)(iii)	0	16.6	0				
16(1)(b)	0	17	0				
16(1)(c)	0						
16(1)(d)	0						

* I.A.: International Affairs Def.: Defence of Canada S.A.: Subversive Activities

4.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	2	69(1)	0	69(1)(g) re (a)	0
68(b)	0	69(1)(a)	0	69(1)(g) re (b)	0
68(c)	0	69(1)(b)	0	69(1)(g) re (c)	0
68.1	0	69(1)(c)	0	69(1)(g) re (d)	0
68.2(a)	2	69(1)(d)	0	69(1)(g) re (e)	0
68.2(b)	0	69(1)(e)	0	69(1)(g) re (f)	0
		69(1)(f)	0	69.1(1)	0

4.4 Format of information released

Paper	Electronic				Other
	E-record	Data set	Video	Audio	
0	91	0	0	2	0

4.5 Complexity

4.5.1 Relevant pages processed and disclosed for paper, e-record and dataset formats

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
51957	47667	104

4.5.2 Relevant pages processed per request disposition for paper, e-record and dataset formats by size of requests

Disposition	Less Than 500 Pages Processed		500-10 000 Pages Processed		More Than 10 000 Pages Processed	
	Number of Requests	Pages Processed	Number of Requests	Pages Processed	Number of Requests	Pages Processed
All disclosed	22	2676	6	10572	0	0
Disclosed in part	39	6978	25	26644	0	0
All exempted	0	0	0	0	0	0
All excluded	0	0	0	0	0	0
Request abandoned	9	1226	3	3861	0	0
Neither confirmed nor denied	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0
Total	**70**	**10880**	**34**	**41077**	**0**	**0**

4.5.3 Relevant minutes processed and disclosed for audio and video formats

Number of Minutes Processed	Number of Minutes Disclosed	Number of Requests
6	3	2

4.5.4 Relevant minutes processed per request disposition for audio and video formats

Disposition	Number of Requests	Minutes Processed
All disclosed	0	0
Disclosed in part	2	6
All exempted	0	0
All excluded	0	0
Request abandoned	0	0
Neither confirmed nor denied	0	0
Declined to act with the approval of the Information Commissioner	0	0
Total	**2**	**6**

4.5.5 Other complexities

Disposition	Consultation Required	Legal Advice Sought	Other	Total
All disclosed	1	0	3	**4**
Disclosed in part	51	0	3	**54**
All exempted	0	0	0	**0**
All excluded	0	0	0	**0**
Request abandoned	5	0	0	**5**
Neither confirmed nor denied	0	0	0	**0**
Declined to act with the approval of the Information Commissioner	0	0	0	**0**
Total	**57**	**0**	**6**	**63**

4.6 Closed requests

4.6.1 Requests closed within legislated timelines

Number of requests closed within legislated timelines	117
Percentage of requests closed within legislated timelines (%)	72.22222222

4.7 Deemed refusals

4.7.1 Reasons for not meeting legislated timelines

Number of requests closed past the legislated timelines	Principal Reason			
	Interference with operations/ Workload	External Consultation	Internal Consultation	Other
45	30	5	0	10

4.7.2 Requests closed beyond legislated timelines (including any extension taken)

Number of days past legislated timelines	Number of requests past legislated timeline where no extension was taken	Number of requests past legislated timeline where an extension was taken	Total
1 to 15 days	2	4	**6**
16 to 30 days	1	3	**4**
31 to 60 days	2	6	**8**
61 to 120 days	2	2	**4**
121 to 180 days	0	0	**0**
181 to 365 days	0	2	**2**
More than 365 days	1	20	**21**
Total	**8**	**37**	**45**

Section 5: Extensions

5.1 Reasons for extensions and disposition of requests

Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	0	0	1	0
Disclosed in part	18	0	36	13
All exempted	0	0	0	0
All excluded	0	0	0	0
Request abandoned	4	0	4	0
No records exist	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0
Total	**22**	**0**	**41**	**13**

5.2 Length of extensions

Length of Extensions	9(1)(a) Interference With Operations/ Workload	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	11	0	12	1
31 to 60 days	2	0	7	12
61 to 120 days	7	0	9	0
121 to 180 days	2	0	9	0
181 to 365 days	0	0	3	0
365 days or more	0	0	1	0
Total	**22**	**0**	**41**	**13**

Section 6: Fees

Fee Type	Fee Collected		Fee Waived		Fee Refunded	
	Number of Requests	Amount	Number of Requests	Amount	Number of Requests	Amount
Application	91	$455.00	75	$40.00	0	$0.00
Other fees	0	$0.00	0	$0.00	0	$0.00
Total	**91**	**$455.00**	**75**	**$40.00**	**0**	**$0.00**

Section 7: Consultations Received From Other Institutions and Organizations

7.1 Consultations received from other Government of Canada institutions and other organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during the reporting period	12	477	0	0
Outstanding from the previous reporting period	0	0	0	0
Total	**12**	**477**	**0**	**0**
Closed during the reporting period	12	477	0	0
Carried over within negotiated timelines	0	0	0	0
Carried over beyond negotiated timelines	0	0	0	0

7.2 Recommendations and completion time for consultations received from other Government of Canada institutions

Recommendation	Number of Days Required to Complete Consultation Requests							
	0 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
Disclose entirely	5	2	0	0	0	0	0	**7**
Disclose in part	2	0	0	1	0	0	0	**3**
Exempt entirely	0	0	0	0	0	0	0	**0**
Exclude entirely	0	0	0	0	0	0	0	**0**
Consult other institution	0	0	0	0	0	0	0	**0**
Other	2	0	0	0	0	0	0	**2**
Total	**9**	**2**	**0**	**1**	**0**	**0**	**0**	**12**

7.3 Recommendations and completion time for consultations received from other organizations outside the Government of Canada

Recommendation	Number of Days Required to Complete Consultation Requests							
	0 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	Total
Disclose entirely	0	1	0	0	0	0	0	**1**
Disclose in part	0	1	0	0	0	0	1	**2**
Exempt entirely	0	0	0	0	0	0	0	**0**
Exclude entirely	0	0	0	0	0	0	0	**0**
Consult other institution	0	0	0	0	0	0	0	**0**
Other	0	0	0	0	0	0	0	**0**
Total Number of Consultations	**0**	**2**	**0**	**0**	**0**	**0**	**1**	**3**

Section 8: Completion Time of Consultations on Cabinet Confidences

8.1 Requests with Legal Services

Number of Days	Fewer Than 500 Pages Processed		500-10000 Pages Processed		More Than 10000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0
More than 365	0	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**	**0**

8.2 Requests with Privy Council Office

Number of Days	Fewer Than 500 Pages Processed		500-10000 Pages Processed		More Than 10000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0
More than 365	0	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**	**0**

Section 9: Investigations and Reports of finding

9.1 Investigations

Section 32 Notice of intention to investigate	Subsection 30(5) Ceased to investigate	Section 35 Formal Representations
7	8	0

9.2 Investigations and Reports of finding

Subsection 37(1) Initial Reports			Subsection 37(2) Final Reports		
Received	Containing recommendations issued by the Information Commissioner	Containing an intent to issue an order by the Information Commissioner	Received	Containing recommendations issued by the Information Commissioner	Containing orders issued by the Information Commissioner
0	0	0	0	0	0

Section 10: Court Action

10.1 Court actions on complaints

Section 41				
Complainant (1)	Institution (2)	Third Party (3)	Privacy Commissioner (4)	Total
0	0	0	0	**0**

10.2 Court actions on third party notifications under paragraph 28(1)(b)

Section 44 - under paragraph 28(1)(b)
0

Section 11: Resources Related to the *Access to Information Act*

11.1 Allocated Costs

Expenditures		Amount
Salaries		$433,902
Overtime		$4,588
Goods and Services		$26,481
• Professional services contracts	$16,922	
• Other	$9,559	
Total		**$464,971**

11.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	4.250
Part-time and casual employees	0.000
Regional staff	0.000
Consultants and agency personnel	1.000
Students	0.000
Total	**5.250**

Government of Canada / Gouvernement du Canada

Supplemental Statistical Report on the *Access to Information Act* and the *Privacy Act*

Name of institution: National Capital Commission

Reporting period: 2025-04-01 to 2026-03-31

Section 1: Requests Carried Over and Active Complaints Under the *Access to Information Act*

1.1 Requests carried over to next reporting period, broken down by reporting period received

Reporting Period Requests Carried Over Were Received	Requests Carried Over that are *Within* Legislated Timelines as of March 31, 2026	Requests Carried Over that are *Beyond* Legislated Timelines as of March 31, 2026	Total
Received in 2025-26	34	0	**34**
Received in 2024-25	0	2	**2**
Received in 2023-24	0	8	**8**
Received in 2022-23	0	0	**0**
Received in 2021-22	0	0	**0**
Received in 2020-21	0	0	**0**
Received in 2019-20	0	2	**2**
Received in 2018-19	0	0	**0**
Received in 2017-18	0	0	**0**
Received in 2016-17 or earlier	0	0	**0**
Total	**34**	**12**	**46**

1.2 Active complaints with the Information Commissioner of Canada, broken down by reporting period received

Reporting Period Active Complaints Were Received by Institution	Number of Active Complaints
Received in 2025-26	1
Received in 2024-25	0
Received in 2023-24	0
Received in 2022-23	0
Received in 2021-22	0
Received in 2020-21	0
Received in 2019-20	0
Received in 2018-19	0
Received in 2017-18	0
Received in 2016-17 or earlier	0
Total	**1**

Section 2: Requests Carried Over and Active Complaints Under the *Privacy Act*

2.1 Requests carried over to next reporting period, broken down by reporting period received

Reporting Period Requests Carried Over Were Received	Requests Carried Over that are *Within* Legislated Timelines as of March 31, 2026	Requests Carried Over that are *Beyond* Legislated Timelines as of March 31, 2026	Total
Received in 2025-26	1	0	**1**
Received in 2024-25	0	0	**0**
Received in 2023-24	0	0	**0**
Received in 2022-23	0	0	**0**
Received in 2021-22	0	0	**0**
Received in 2020-21	0	0	**0**
Received in 2019-20	0	0	**0**
Received in 2018-19	0	0	**0**
Received in 2017-18	0	0	**0**
Received in 2016-17 or earlier	0	0	**0**
Total	**1**	**0**	**1**

2.2 Active complaints with the Privacy Commissioner of Canada, broken down by reporting period received

Reporting Period Active Complaints Were Received by Institution	Number of Active Complaints
Received in 2025-26	0
Received in 2024-25	0
Received in 2023-24	0
Received in 2022-23	0
Received in 2021-22	0
Received in 2020-21	0
Received in 2019-20	0
Received in 2018-19	0
Received in 2017-18	0
Received in 2016-17 or earlier	0
Total	**0**

Section 3: Universal Access under the Privacy Act	
How many requests were received from foreign nationals outside of Canada in 2025-26?	0

APPENDIX B

Delegation Order with Respect to the *Access to Information Act*

Access to Information Act and *Privacy Act* /
Loi sur l'accès à l'information et de la *Loi sur la Protection des renseignements personnels*

The Chairperson of the National Capital Commission, pursuant to section 95 of the *Access to Information Act* and section 73 of the *Privacy Act*, hereby designates the persons holding the positions set out in the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers, duties and functions of the Chairperson, as the head of the National Capital Commission, under the provisions of the Act and related regulations set out in the schedule opposite each position. This designation replaces all previous delegation orders.

En vertu de l'article 95 de la *Loi sur l'accès à l'information* et de l'article 73 de la *Loi sur la protection des renseignements personnels*, la présidente de la Commission de la capitale nationale délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant lesdits postes à titre intérimaire, les pouvoirs et les fonctions dont elle est, en qualité de responsable de la Commission de la capitale nationale, investie par les dispositions de la loi ou du règlement connexe mentionnées en regard de chaque poste. Le présent document remplace et annule tout arrêté antérieur.

Schedule

Position	***Access to Information Act* and Regulations**	***Privacy Act* and Regulations**
Chief Executive Officer / Premier dirigeant	Full authority/ Autorité absolue	Full authority/ Autorité absolue
Vice President, Policy, Public and Legal Affairs / Vice-présidente, Politiques, Affaires publiques et juridiques	Full authority/ Autorité absolue	Full authority/ Autorité absolue
Director, Policy and Strategic Planning / Directeur, Politiques et Planification stratégique	**Act / Loi:** 4(2.1), 6.1 (including all subsections/y compris toutes les sous-sections), 7, 8(1), 9, 10(1), 10(2), 11(2), 12(2)(b), 12(3)(b), 13, 14, 15, 16(1), 16(2), 16(3), 16.5, 17, 18, 18.1, 19, 20, 21, 22, 22.1, 23, 23.1, 24, 25, 26, 27(1), 27(4), 28(1)(b), 28(2), 28(4), 33, 35 (2)(b), 37(1)(c), 44(2), 52(2)(b), 52(3), 94(1), 94(4) **Regulations / Règlements:** 6(1), 8, 8.1	8 (including all subsections/y compris toutes les sous-sections), 9(1), 9(4),10, 14, 15, 16, 17(2)(b), 17(3)(b), 18(2), 19, 20, 21, 22(1), 22(2), 22.3, 23, 24, 25, 26, 27, 27.1, 28, 33(2), 35(1)(b), 35(4), 36(3)(b), 51(2)(b), 51(3), 72 **Regulations / Règlements:** 7, 9, 11(2), 11(4), 13(1), 14

Senior Manager, Strategic Initiatives / Gestionnaire principale, initiatives stratégiques	**Act / Loi:** 4(2.1), 6.1 (including all subsections/y compris toutes les sous-sections), 7, 8(1), 9, 10(1), 10(2), 11(2), 12(2)(b), 12(3)(b), 13, 14, 15, 16(1), 16(2), 16(3), 16.5, 17, 18. 18.1, 19, 20, 21, 22, 22.1, 23, 23.1, 24, 25, 26, 27(1), 27(4), 28(1)(b), 28(2), 28(4), 33, 35 (2)(b), 37(1)(c), 44(2), 52(2)(b), 52(3), 94(1), 94(4) **Regulations / Règlements:** 6(1), 8, 8.1	8 (including all subsections/y compris toutes les sous-sections), 9(1), 9(4),10, 14, 15, 16, 17(2)(b), 17(3)(b), 18(2), 19, 20, 21, 22(1), 22(2), 22.3, 23, 24, 25, 26, 27, 27.1, 28, 33(2), 35(1)(b), 35(4), 36(3)(b), 51(2)(b), 51(3), 72 **Regulations / Règlements:** 7, 9, 11(2), 11(4), 13(1), 14
Senior Analyst, ATIP / Analyste principal, AIPRP	**Act / Loi:** 4 (2.1), 7, 8(1), 9, 10(1), 11(2), 24(1), 25, 26, 27(1), (4), 33, 35(2)(b), 37(1)(c), 44(2) **Regulations / Règlements:** 6(1)	10, 14, 15, 17(2)(b), 26, 33(2), 35(1)(b), 35(4) **Regulations / Règlements:** 9, 11(2), 11(4)
Analyst, ATIP / Analyste, AIPRP	**Act / Loi:** 4(2.1), 7(a), (b) when providing access to previous releases, 9, 10(1), 27(1), (4), 33, 35(2)(b), 37(1)(c), 44(2) **Regulations / Règlements:** 6(1)	14, 15, 17(2)(b), 33(2), 35(1)(b), 35(4) **Regulations / Règlements:** 9, 11(2), 11(4)
Director AREE and Chief Audit Executive / Directeur ARÉÉ et dirigeante de l'audit interne	10(2), 16.5	22.3

Dated, at the City of , this day of May, 2026.

2026-mai-19

Daté, à la Ville de , le mai 2026.

DocuSigned by:

Maryse Gaudreault
Chairperson/Présidente