

Date: February 7, 2020 To: Chair and Members of Audit Committee	Originator's files:
From: Janice Baker, FCPA, FCA, ICD.D City Manager and Chief Administrative Officer	Meeting date: May 11, 2020

Subject

Status of Outstanding Audit Recommendations as of December 31, 2019

Recommendation

That the report dated February 7, 2020 from the City Manager & Chief Administrative Officer regarding the status of outstanding audit recommendations as of December 31, 2019 be received for information.

Background

The terms of reference for the Audit Committee (By-law 0069-2015) requires the submission of an annual report from the City Manager and Chief Administrative Officer indicating the progress made in resolving the issues previously raised by Internal Audit and by the City's External Auditor. At the November 2011 Audit Committee meeting, members requested that bi-annual progress updates be submitted. The current report shows the status as of December 31, 2019.

Comments

A summary of recommendations which were outstanding as of June 30, 2019 (the effective date of the previous status report to the Audit Committee) and new recommendations which were scheduled for completion from July 1, 2019 to December 31, 2019 is attached as Appendix 1.

Twenty-two (22) of the thirty-four (34) recommendations which were previously outstanding have since been completed and implementation of these recommendations has been verified by Internal Audit. Twelve (12) recommendations remain outstanding.

Detailed comments on the status of ten (10) outstanding recommendations that have been extended for more than a year are attached in Appendix 2. Of these ten (10) recommendations which are in progress, five (5) involve review and updating of business processes, four (4) relate to enhancements of computer systems and one (1) entails a review and update of a By-law.

Sixty-six (66) new recommendations that were due between July 1, 2019 and December 31, 2019 were added to the list. Thirty-nine (39) have been completed and implementation of these recommendations has been verified by Internal Audit. The remaining twenty-seven (27) recommendations are in various stages of implementation. In addition, two (2) recommendations with a due date after December 31, 2019 have been completed ahead of the scheduled due date.

Financial Impact

There are no financial impacts resulting from the Recommendation in this report.

Conclusion

In summary, one hundred (100) recommendations were scheduled for implementation prior to December 31, 2019 (effective date of this report). Twenty-two (22) of the recommendations that were outstanding from the previous status report and thirty-nine (39) with due dates between July 1, 2019 and December 31, 2019 were completed. An additional two (2) recommendations with a due date after December 31, 2019 were completed ahead of schedule. Work continues with implementation of the thirty-nine (39) recommendations that were outstanding as of December 31, 2019 and will be closely monitored to ensure timely implementation.

Attachments

- Appendix 1: Status of Audit Recommendations Outstanding as at December 31, 2019
- Appendix 2: Status of Audit Recommendations Outstanding and extended for more than a year as of December 31, 2019



for

Janice Baker, FCPA, FCA, ICD.D
City Manager and Chief Administrative Officer

Prepared by: Barb Webster, Senior Internal Auditor