

## **EXTERNAL AUDITOR 2017 AUDIT SERVICE PLAN AND FEES REPORT**

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### **EXECUTIVE SUMMARY**

This report seeks the Audit Committee's approval with respect to the External Auditor's proposed 2017 Audit Service Plan and fees.

### **ADMINISTRATION RECOMMENDATION(S)**

That the Audit Committee:

1. Reviews and approves the Deloitte 2017 Audit Service Plan (Attachment); and
2. Recommends that Council receive this Report and the Attachment for information.

### **RECOMMENDATION OF THE AUDIT COMMITTEE, DATED 2017 JULY 27:**

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That Council receive this Report and the Attachment for information.

### **PREVIOUS COUNCIL DIRECTION / POLICY**

The Audit Committee Bylaw 48M2012 states the Audit Committee will:

Schedule B, Regarding the External Auditor

"1(b) pre-approves all audit and non-audit services performed by the External Auditor. However, the Audit Committee Chair can pre-approve additional audit or non-audit services, performed by the External Auditor, up to \$25,000 total annually. Any approvals by the Chair will be reported to the Audit Committee as part of the Audit Committee Annual Status Report."

"1(d) prior to the commencement of the annual external financial audit, review the financial audit plan with *the External Auditor*."

### **BACKGROUND**

Prior to beginning the annual audit, the External Auditor submits an Audit Service Plan to the Audit Committee. Deloitte LLP, The City's external auditor for the 2017 fiscal year, has prepared an Audit Service Plan and the estimated fees for Audit Committee to review (Attachment).

The Audit Service Plan includes an overview of the audit scope and approach, planned communications, audit engagement team, key considerations affecting the 2017 Audit and an estimate of the fees. The audit is designed to enable Deloitte to express an opinion on the 2017 December 31 consolidated financial statements of the City of Calgary.

The Audit Service Plan indicates an audit completion date of 2018 April, including a meeting with Audit Committee and the issuance of the management letter in 2017 June. This will enable the City to meet the 2017 May 01 Municipal Government Act deadline with the Province of Alberta, for filing its audited annual financial statements.

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**INVESTIGATION: ALTERNATIVES AND ANALYSIS**

Not applicable

**Stakeholder Engagement, Research and Communication**

Not applicable

**Strategic Alignment**

Not applicable

**Social, Environmental, Economic (External)**

Not applicable

**Financial Capacity**

**Current and Future Operating Budget:**

The Audit Committee budget contains a line item with respect to External Auditor services.

**Current and Future Capital Budget:**

There are no capital budget implications for this report

**Risk Assessment**

Not applicable

**REASON(S) FOR RECOMMENDATION(S):**

Audit Committee Bylaw 48M2012 requires the Audit Committee to review the External Auditor's Audit Service Plan prior to commencement of their audit.

**ATTACHMENT(S)**

Deloitte – The City of Calgary 2017 Audit Service Plan