

AUDIT COMMITTEE 2020 WORK PLAN

New – New report added that was not on previous year’s plans

Modified – Annual report modified or to be streamlined from previous years’ plans

Unchanged – Report is the same as in previous year’s plans

AGENDA DATE	REPORTS	ACCOUNTABILITY	NOTES AND REPORT NO.
JANUARY 24 FRIDAY 9:30 AM	<p align="center"><u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u></p> <p>External Auditor 2018 Management Letter Update</p> <p>Annual Principal Corporate Risk Report with Strategic Risk portion in Closed Meeting if requested</p> <p>Integrated Risk Management Policy Review</p> <p>Control Environment Assessment Report Re-Design Update</p> <p>Audit Committee Strategic Working Group Update</p> <p>Audit Committee 2020 Work Plan</p> <p>City Auditor’s Office 4th Quarter 2019 Report</p>	<p>External Auditor</p> <p>City Manager</p> <p>Chief Financial Officer</p> <p>Chief Financial Officer</p> <p>Audit Chair, Executive Assistant and Consultant</p> <p>Executive Assistant</p> <p>City Auditor</p>	<p>Unchanged</p> <p>Modified</p> <p>New</p> <p>New</p> <p>New – deferred to 2020 February</p> <p>Unchanged</p> <p>New</p>
	<p align="center"><u>CLOSED MEETING ITEMS</u></p> <p>Audit Forum (Verbal)</p> <p>External Auditor (Verbal)</p> <p>City Auditor (Verbal)</p> <p>City Auditor 2019 Performance Review</p>	<p>Committee and CFO</p> <p>External Auditor</p> <p>City Auditor</p> <p>Chair, Audit Committee</p>	<p>Unchanged</p> <p>Unchanged</p> <p>Unchanged</p> <p>Unchanged – Deferred to 2020 February</p>
	<p align="center"><u>CITY AUDITOR’S OFFICE AUDIT REPORTS</u></p> <p>To be added when available</p>	<p>City Auditor</p>	

FEBRUARY 13 THURSDAY 9:30 AM	<u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u>		
	Audit Committee 2019 Year-End Annual Status Report	Executive Assistant to Audit	Unchanged
	City Auditor's Office 2019 Annual Report	City Auditor	Unchanged
	Strategic: Future of Finance and Risk, Stewardship and Future Plans Presentation	Chief Financial Officer	New – To be deferred to a future date TBD
	Audit Committee Strategic Working Group Update	Audit Chair, Executive Assistant and Consultant	New – deferred from 2020 January
	<u>CLOSED MEETING ITEMS</u>		
	Audit Committee Self-Assessment 2018-2019 Update	Executive Assistant to Audit	Unchanged
	Audit Forum (Verbal)	Committee and CFO	Unchanged
	External Auditor (Verbal)	External Auditor	Unchanged
	City Auditor (Verbal)	City Auditor	Unchanged
City Auditor 2019 Performance Review (Verbal)	Chair, Audit Committee	Unchanged – deferred from 2020 January	
<u>CITY AUDITOR'S OFFICE AUDIT REPORTS</u>			
To be added when available	City Auditor		

MARCH 12 THURSDAY 9:30 AM	<u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u>		
	Code of Conduct Annual Report	Chief Financial Officer	Unchanged
	Control Environment Assessment and Management Representations Update	Chief Financial Officer	Tentative
	Audit Committee Bylaw 48M2012 Review Update	Executive Assistant to Audit	New
	Strategic: Finance Cost Reduction Status Presentation	Chief Financial Officer	New
	<u>CLOSED MEETING ITEMS</u>		
	Progress Update on 2019 City of Calgary Annual Report (Verbal)	Chief Financial Officer	Unchanged
	Audit Forum (Verbal)	Committee and CFO	Unchanged
	External Auditor (Verbal)	External Auditor	Unchanged
	City Auditor (Verbal)	City Auditor	Unchanged
	<u>CITY AUDITOR'S OFFICE AUDIT REPORTS</u>		
	To be added when available	City Auditor	

APRIL 20 MONDAY <u>8:30 AM</u>	<u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u>		
	2019 Annual Investment Report	Chief Financial Officer	Modified
	2019 City of Calgary Annual Report	Chief Financial Officer	Unchanged
	2019 External Auditor's Year-End Report	External Auditor	Unchanged
	City Auditor's Office 1 st Quarter 2019 Status Report	City Auditor	Unchanged
	<u>CLOSED MEETING ITEMS</u>		
	External Auditor Annual Renewal (Verbal)	Chair of Audit	Unchanged
	Civic Partner Audit Report	General Manager – Community Services	Modified
	Audit Forum (Verbal)	Audit Committee and CFO	Unchanged
	External Auditor (Verbal)	External Auditor	Unchanged
	City Auditor (Verbal)	City Auditor	Unchanged
	<u>CITY AUDITOR'S OFFICE AUDIT REPORTS</u>		
	To be added when available	City Auditor	

MAY	NO SCHEDULED MEETING
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JUNE 11 9:30 AM	<u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u>		
	ENMAX Audit and Finance Committee Annual Report	ENMAX Corporation	Unchanged
	Attainable Homes Calgary Corporation	Attainable Homes Calgary Corporation	Unchanged
	Opportunity Calgary Investment Fund	Opportunity Calgary Investment Fund	Unchanged
	External Auditor 2019 Management Letter	External Auditor	Unchanged
	Strategic: Principal Corporate Risk Update	City Manager	New
	<u>CLOSED MEETING ITEMS</u>		
	Audit Forum (Verbal)	Audit Committee and CFO	Unchanged
	External Auditor (Verbal)	External Auditor	Unchanged
	City Auditor (Verbal)	City Auditor	Unchanged
	<u>CITY AUDITOR'S OFFICE AUDIT REPORTS</u>		
	To be added when available	City Auditor	

JULY 23 THURSDAY <u>1:00 PM</u> *Note later Start time	<u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u>		
	Integrated Risk Management Update (includes Information Technology)	Chief Financial Officer	New
	City Auditor's Office 2 nd Quarter 2019 Status Report	City Auditor	Unchanged
	External Auditor 2020 Service Plan and Fees	External Auditor	Unchanged
	Strategic: Topic to Be Determined	TBD	New
<u>CLOSED MEETING ITEMS</u>			
External Auditor 2019 / 2020 Performance Assessment	Chief Financial Officer and Executive Assistant to Audit	Unchanged	
Audit Forum (Verbal)	Audit Committee and CFO	Unchanged	
External Auditor (Verbal)	External Auditor	Unchanged	
City Auditor (Verbal)	City Auditor	Unchanged	
<u>CITY AUDITOR'S OFFICE AUDIT REPORTS</u>			
To be added when available	City Auditor		
AUGUST	NO SCHEDULED MEETING		

SEPTEMBER 17 THURSDAY 9:30 AM	<u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u>		
	2020 Law Department Annual Report	City Solicitor – General Counsel	Modified
	Strategic: Presentation from Chief Financial Officer on Budget Approach for 2021	Chief Financial Officer	New
	Strategic: Topic to be Determined	TBD	New
	<u>CLOSED MEETING ITEMS</u>		
	Audit Forum (Verbal)	Audit Committee and CFO	Unchanged
	External Auditor (Verbal)	External Auditor	Unchanged
City Auditor (Verbal)	City Auditor	Unchanged	
<u>CITY AUDITOR’S OFFICE AUDIT REPORTS</u>			
To be added when available	City Auditor		

OCTOBER 22 9:30 AM	<u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u>		
	City Auditor's Office 3 rd Quarter 2019 Status Report	City Auditor	Unchanged
	City Auditor's Office 2021 Audit Plan	City Auditor	Unchanged
	Strategic: Topic to be Determined	TBD	New
	Strategic Discussion: Audit Committee 2021 Work Plan (not part of Agenda)	Executive Assistant to Audit	New
	<u>CLOSED MEETING ITEMS</u>		
	Audit Committee Annual Self-Assessment (2019-2020)	Executive Assistant to Audit	Unchanged
	City Auditor's Office Budget 2021	City Auditor	Unchanged
	Audit Forum (Verbal)	Audit Committee and CFO	Unchanged
	External Auditor (Verbal)	External Auditor	Unchanged
City Auditor (Verbal)	City Auditor	Unchanged	
<u>CITY AUDITOR'S OFFICE AUDIT REPORTS</u>			
To be added when available	City Auditor		

<p>NOVEMBER 19</p> <p>9:30 AM</p>	<p align="center"><u>ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES</u></p> <p>Election of Chair and Vice-Chair</p> <p>Audit Committee Orientation (not part of Agenda)</p> <p>Audit Committee 2021 Work Plan</p> <p>Strategic: Topic to be Determined</p>	<p>City Clerks</p> <p>Executive Assistant to Audit</p> <p>Executive Assistant to Audit</p> <p>TBD</p>	<p>Unchanged</p> <p>Unchanged</p> <p>Unchanged</p> <p>New</p>
	<p align="center"><u>CLOSED MEETING ITEMS</u></p> <p>Audit Forum (Verbal)</p> <p>External Auditor (Verbal)</p> <p>City Auditor (Verbal)</p>	<p>Audit Committee and CFO</p> <p>External Auditor</p> <p>City Auditor</p>	<p>Unchanged</p> <p>Unchanged</p> <p>Unchanged</p>
	<p align="center"><u>CITY AUDITOR'S OFFICE AUDIT REPORTS</u></p> <p>To be added when available</p>	<p>City Auditor</p>	
<p>DECEMBER</p>	<p align="center">NO SCHEDULED MEETING</p>		