

Audit Committee 2021 Work Plan

RECOMMENDATION(S):

That the Audit Committee:

1. Approves the Audit Committee's 2021 Work Plan (Attachment); and
2. Recommends that Council receive this Report and Attachment for the Corporate Record.

RECOMMENDATION OF THE AUDIT COMMITTEE, 2020 NOVEMBER 19:

That Council receive this Report and Attachment for the Corporate Record.

HIGHLIGHTS

- The Audit Committee 2021 Work Plan (Work Plan) is a guide for the activities and reports to be included on agendas for meetings held in 2021.
- What does this mean to Calgarians? The Work Plan provides citizens with the assurance that Audit Committee fulfills their mandate contained in Bylaw 33M2020.
- Why does it matter? The Work Plan is an integral part of ensuring the integrity of the City's finances, assets and operations.
- Schedule A, Section 1(f) of Audit Committee Bylaw 33M2020 provides the Audit Committee develops a detailed annual work plan which is forwarded to Council for information.
- Strategic Alignment to Council's Citizen Priorities: A well-run city

DISCUSSION

On 2020 October 6, the Audit Committee participated in a strategic working session to discuss their significant priorities for 2021. Those strategic discussions informed the Audit Committee's 2021 Work Plan.

The City Auditor provided the Audit Committee with the City Auditor's Office 2021-2022 Audit Plan, AC2020-1172 at the 2020 October 22 meeting. The City Auditor's Office audit reports will be added throughout the year to the Work Plan and Audit Committee Agendas as they become available.

Every Closed Meeting contains verbal reports which allow members of the Audit Committee, the External Auditor, City Auditor and Chief Financial Officer with the opportunity to discuss confidential issues protected under the *Freedom of Information and Protection of Privacy Act*. These Closed Meetings are considered a best practice for Audit Committees.

Reports in the Work Plan are based on Audit Committee's governance responsibilities as outlined in the *Municipal Government Act*, Audit Committee Bylaw 33M2020 and decisions by Audit Committee and Council. Pursuant to Section 5(a) of Bylaw 33M2020 the Audit Committee is authorized to assign the setting of Audit Committee meeting agendas to the Chair.

Audit Committee 2021 Work Plan

Throughout the year, the Chair may add emerging issues to the Work Plan, and defer or remove items no longer required.

STAKEHOLDER ENGAGEMENT AND COMMUNICATION (EXTERNAL)

- Public Engagement was undertaken
- Public Communication or Engagement was not required
- Public/Stakeholders were informed
- Stakeholder dialogue/relations were undertaken

The 2021 Work Plan was developed with input provided at the strategic working session and in consultation with Administration, the City Auditor and the External Auditor.

RISK

The 2021 Work Plan contributes to assurance the Audit Committee meets the requirements of their mandate as contained in Audit Committee Bylaw 33M2020.

ATTACHMENT

Audit Committee 2021 Work Plan