

Audit Committee 2019 Work Plan

EXECUTIVE SUMMARY

This Report to Audit Committee seeks approval for Audit Committee's 2019 Work Plan.

ADMINISTRATION RECOMMENDATION:

That the Audit Committee:

1. Approves the Audit Committee's 2019 Work Plan; and
2. Recommends that Council receive this Report and the 2019 Work Plan (Attachment) for Information.

RECOMMENDATION OF THE AUDIT COMMITTEE, DATED 2018 NOVEMBER 20:

That Council receive Report AC2018-1319 and the 2019 Work Plan (**Revised** Attachment) for information.

Excerpt from the Minutes of the Regular Meeting of the Audit Committee, held 2018 November 20:

"A Revised Attachment, was distributed with respect to Report AC2018-1319."

PREVIOUS COUNCIL DIRECTION / POLICY

The Audit Committee Bylaw 48M2012, as amended, states that Audit Committee:

Schedule A

- 1 k) develops a detailed annual work plan which is forwarded to Council for information.

BACKGROUND

The proposed 2019 Audit Committee Work Plan (Attachment) is intended to be a guide for Audit Committee's major governance activities for the year. The Attachment outlines the planned reports to Audit Committee, grouped by meeting dates and indicates the accountability for each report.

INVESTIGATION: ALTERNATIVES AND ANALYSIS

The planned reports in the 2019 Work Plan are based on Audit Committee's governance responsibilities as outlined in the *Municipal Government Act*, the Audit Committee Bylaw 48M2012, as amended, and decisions by Audit Committee and Council.

Pursuant to Section 10(3) of Bylaw 48M2012, as amended, "the Chair has the responsibility and authority to set the Agenda for Audit Committee meetings". Throughout the year, the Chair may add emerging issues to the Work Plan, and defer or remove items no longer required.

Audit Committee 2019 Work Plan

To be noted in this 2019 Work Plan is that the City Auditor provided the Audit Committee with the two-year rolling Audit Plan for 2019 / 2020 on 2018 September 18. Council received the 2019 / 2020 Audit Plan for information at the 2018 October 15 Regular Meeting. The City Auditor's Office audit reports will be added throughout the year to the Audit Committee's 2019 Work Plan and meeting agendas, as available.

Every Closed Meeting contains several 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.

Stakeholder Engagement, Research and Communication

This plan has been reviewed with the City Auditor, Chief Financial Officer, External Auditor and other stakeholders as appropriate.

Strategic Alignment

The Audit Committee's 2019 Work Plan is an integral part of ensuring the integrity of the City's assets and operations, and aligns with Council's Priority of a well-run city; "Calgary's government is open, responsible, accountable and transparent, delivering excellent services at a fair price. We work with our government partners to ensure we have the tools we need".

Social, Environmental, Economic (External)

Not applicable.

Financial Capacity

Current and Future Operating Budget:

No budget adjustments are anticipated for the 2019 Work Plan.

Current and Future Capital Budget:

Not applicable.

Risk Assessment

The 2019 Work Plan ensures the Audit Committee meets the requirements of their mandate as contained in Audit Committee Bylaw 48M2012, as amended.

REASON(S) FOR RECOMMENDATION(S):

The Audit Committee 2019 Work Plan is based upon previous years' work plans, emerging issues, decisions of Audit Committee and Council, as well as best practices. The 2019 Work Plan will enable the Audit Committee to meet its Bylaw and governance requirements.

ATTACHMENT

Revised Audit Committee 2019 Work Plan