



Staff Report for Audit Committee Meeting

Date of Meeting: November 9, 2021

Report Number: SRCM.21.13

Department: Office of the City Manager
Division: Strategy and Government Relations

Subject: SRCM.21.13 – Internal Audit Outstanding
Recommendations

Purpose:

The purpose of this report is to present past years' Internal Audits Outstanding Recommendations prepared by York Region Audit Services, the City's contracted internal auditors.

Recommendation(s):

- a) That SRCM.21.13 - Internal Audit Outstanding Recommendations be received.

Contact Person:

Lise Conde, Manager, Strategy and Government Relations

Report Approval:

Submitted by: Lise Conde, Manager, Strategy and Government Relations

Approved by: Mary-Anne Dempster, City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and City Manager. Details of the reports approval are attached.

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Background:

In June 2016, Council approved SRCAO.16.13 that presented a Three Year Internal Audit Plan and recommended that York Region provide internal audit services for the City. The purpose of an internal audit program is to bring a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes at the City.

York Region's Internal Auditors have made 58 recommendations through five audit reports. As detailed in Appendix A, 98% of the recommendations have been implemented. The one recommendation that remains outstanding is planned but awaiting implementation of a new information technology system, as detailed in the Management Response.

As the original Three Year Internal Audit Plan program has ended, senior management are reviewing future internal audit opportunities in consultation with the internal auditors from York Region. In the meantime, York Region is undertaking a review of the City's Fleet Services. The results of this audit are anticipated to be presented to the Audit Committee in 2022.

Financial/Staffing/Other Implications:

While there are no financial or staffing implications associated with this staff report, implementation of the internal audit recommendations will result in changes to certain City policies, procedures, practices and processes, potentially having financial, staffing and other implications.

Relationship to Council's Strategic Priorities 2020-2022:

Richmond Hill's Internal Audit program supports Council's Strategic Priority of Fiscal Responsibility. The program demonstrates operational and financial accountability, as we identify opportunities to continuously improve our processes.

Conclusion:

Richmond Hill's Internal Audit program commenced in 2016 to help the City evaluate and improve the effectiveness of risk management, control and governance processes. Looking forward, senior management will review future internal audit opportunities based on consultation with internal auditors from York Region.

Attachments:

The following attached documents may include scanned images of appendixes, maps and photographs. All attachments have been reviewed and made accessible. If you require an alternative format please call the contact person listed in this document.

- Appendix A: The Corporate of the City of Richmond Hill Outstanding Audit Recommendations Follow up Audit Report – November 2021 Audit Committee

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Report Approval Details

Document Title:	SRCM.21.13 - Internal Audit Outstanding Recommendations.docx
Attachments:	- Outstanding Audit Recommendations Follow up Report.docx
Final Approval Date:	Oct 26, 2021

This report and all of its attachments were approved and signed as outlined below:

MaryAnne Dempster - Oct 26, 2021 - 10:49 AM