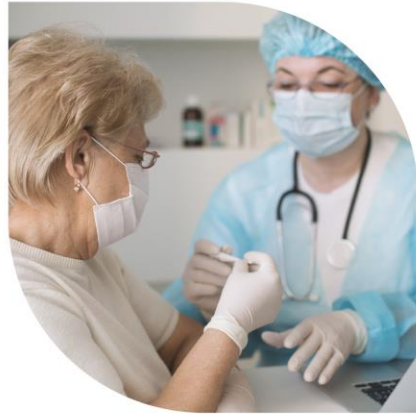




# Draft **BUDGET 2021**

Investing in our community.  
Moving Ottawa forward.

**Audit Committee**



**Tabled November 4, 2020**



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Audit Committee

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## **Office of the Auditor General 2021 Service Area Summary**

The mandate of the Office of the Auditor General is to carry out audits of City of Ottawa operations and to provide City Council with independent information, advice and assurance to help hold the City to account for its stewardship of public funds.

### **Programs/Services Offered**

The services provided by the Auditor General include

- Carry out audits on City departments and/or Boards: Financial audits (except annual attest audit); Performance (value-for-money) audits and Compliance audits
- Administration of City's Fraud and Waste Hotline for employees and the public as part of Council's policy on Fraud and Waste
- In consultation with the City Solicitor, carry out investigations of any suspected acts of fraud, misappropriation or other similar irregularity in accordance with the Fraud and Waste Policy

## **External Audit Fees 2021 Service Area Summary**

The external audit includes the examination of the consolidated financial statements of the City, the financial statements of each local board and municipal entity, other funds and entities, to the degree necessary to express an audit opinion on such statements.

### **Programs/Services Offered**

The Corporate Finance Service Area is responsible for the coordination of external audit services, which include:

- Audit and audit related services including expressing an opinion and report to the Audit Committee on the results of the consolidated financial statement audit and financial information of the City of Ottawa related entities and programs in accordance with municipal or other requirements
- Issue written communications to Management and Audit Committee describing any significant deficiencies in internal controls and addressing matters that are required to be communicated under professional standards

City of Ottawa  
 Audit Committee - Operating Resource Requirement  
 In Thousands (\$000)

	2019	2020		2021	\$ Change over 2020 Budget
	Actual	Forecast	Budget	Estimate	
<b>Expenditures by Program</b>					
Office of the Auditor General	2,005	2,091	2,096	2,161	65
External Audit Fees	610	398	398	398	0
<b>Gross Expenditure</b>	<b>2,615</b>	<b>2,489</b>	<b>2,494</b>	<b>2,559</b>	<b>65</b>
Recoveries & Allocations	-304	-170	-170	-170	0
Revenue	0	0	0	0	0
<b>Net Requirement</b>	<b>2,311</b>	<b>2,319</b>	<b>2,324</b>	<b>2,389</b>	<b>65</b>
<b>Expenditures by Type</b>					
Salaries, Wages & Benefits	1,433	1,402	1,402	1,437	35
Overtime	4	0	0	0	0
Material & Services	1,169	1,080	1,085	1,115	30
Transfers/Grants/Financial Charges	0	0	0	0	0
Fleet Costs	0	0	0	0	0
Program Facility Costs	0	0	0	0	0
Other Internal Costs	9	7	7	7	0
<b>Gross Expenditures</b>	<b>2,615</b>	<b>2,489</b>	<b>2,494</b>	<b>2,559</b>	<b>65</b>
Recoveries & Allocations	-304	-170	-170	-170	0
<b>Net Expenditure</b>	<b>2,311</b>	<b>2,319</b>	<b>2,324</b>	<b>2,389</b>	<b>65</b>
<b>Revenues By Type</b>					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Own Funds	0	0	0	0	0
Fees and Services	0	0	0	0	0
Fines	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Requirement</b>	<b>2,311</b>	<b>2,319</b>	<b>2,324</b>	<b>2,389</b>	<b>65</b>
<b>Full Time Equivalents</b>			<b>9.00</b>	<b>9.00</b>	<b>0.00</b>

City of Ottawa  
 Audit Committee - Operating Resource Requirement Analysis  
 In Thousands (\$000)

	2020 Baseline			2021 Adjustments				2021	\$ Change over 2020 Budget
	Forecast	Budget	Adj. to Base Budget	Maintain Services	Growth	COVID-19	User Fees & Revenues	Estimate	
<b>Expenditures by Program</b>									
Office of the Auditor General	2,091	2,096	0	65	0	0	0	2,161	65
External Audit Fees	398	398	0	0	0	0	0	398	0
<b>Gross Expenditure</b>	<b>2,489</b>	<b>2,494</b>	<b>0</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,559</b>	<b>65</b>
Recoveries & Allocations	-170	-170	0	0	0	0	0	-170	0
Revenue	0	0	0	0	0	0	0	0	0
<b>Net Requirement</b>	<b>2,319</b>	<b>2,324</b>	<b>0</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,389</b>	<b>65</b>
<b>Expenditures by Type</b>									
Salaries, Wages & Benefits	1,402	1,402	0	35	0	0	0	1,437	35
Overtime	0	0	0	0	0	0	0	0	0
Material & Services	1,080	1,085	0	30	0	0	0	1,115	30
Transfers/Grants/Financial Charges	0	0	0	0	0	0	0	0	0
Fleet Costs	0	0	0	0	0	0	0	0	0
Program Facility Costs	0	0	0	0	0	0	0	0	0
Other Internal Costs	7	7	0	0	0	0	0	7	0
<b>Gross Expenditures</b>	<b>2,489</b>	<b>2,494</b>	<b>0</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,559</b>	<b>65</b>
Recoveries & Allocations	-170	-170	0	0	0	0	0	-170	0
<b>Net Expenditure</b>	<b>2,319</b>	<b>2,324</b>	<b>0</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,389</b>	<b>65</b>
<b>Percent of 2020 Net Expenditure Budget</b>			<b>0.0%</b>	<b>2.8%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>2.8%</b>	
<b>Revenues By Type</b>									
Federal	0	0	0	0	0	0	0	0	0
Provincial	0	0	0	0	0	0	0	0	0
Own Funds	0	0	0	0	0	0	0	0	0
Fees and Services	0	0	0	0	0	0	0	0	0
Fines	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Percent of 2020 Revenue Budget</b>			<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	
<b>Net Requirement</b>	<b>2,319</b>	<b>2,324</b>	<b>0</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,389</b>	<b>65</b>
<b>Percent of 2020 Net Requirement Budget</b>			<b>0.0%</b>	<b>2.8%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>2.8%</b>	
<b>Full Time Equivalents (FTE's)</b>		9.00	0.00	0.00	0.00	0.00	0.00	<b>9.00</b>	<b>0.00</b>
<b>Percent of 2020 FTE's</b>			<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	

City of Ottawa  
 Audit Committee - Operating Resource Requirement Explanatory Notes  
 In Thousands (\$000)

2020 Forecast vs. Budget Variance Explanation	Surplus / (Deficit)		
	Expense	Revenue	Net
No significant variances to report.	5	0	5
<b>Total Surplus / (Deficit)</b>	<b>5</b>	<b>0</b>	<b>5</b>

2021 Pressure Category / Explanation	Increase / (Decrease)			
	Expense	Revenue	Net 2021 Changes	FTE Impact
<b>Maintain Services</b> All programs include an adjustment for potential 2021 cost of living, increments, and benefit adjustments.	35	0	35	0.00
Inflationary increases on contracted services, maintenance agreements and materials and supplies.	30	0	30	0.00
	<b>65</b>	<b>0</b>	<b>65</b>	<b>0.00</b>
<b>Total Budget Changes</b>	<b>65</b>	<b>0</b>	<b>65</b>	<b>0.00</b>