

**AUDIT COMMITTEE
EXTRACT OF
DRAFT MINUTES 5
8 OCTOBER 2015**

**COMITÉ DE LA VÉRIFICATION
EXTRAIT DE L'ÉBAUCHE DU
PROCÈS-VERBAL 5
8 OCTOBRE 2015**

OFFICE OF THE AUDITOR GENERAL

**1. OFFICE OF THE AUDITOR GENERAL – REPORT ON AUDIT FOLLOW-UPS
AND DETAILED AUDIT FOLLOW-UP REPORTS**

ACS2015-OAG-BVG-0004

CITY WIDE

REPORT RECOMMENDATION

That the Audit Committee recommend Council receive the Report on Audit Follow-ups and detailed audit follow-up reports.

Ken Hughes, Auditor General spoke to a PowerPoint presentation which served to provide an overview of the follow-up audits as set out below:

- Audit of Budgeting for Growth Funding
- Audit of OC Transpo Communication of Cancelled Bus Trips
- Audit of Occupational Health and Safety
- Audit of Performance Measurement
- Audit of Procurement Practices – General
- Audit of Procurement Practices – Hedging Activities
- Audit of the Corporate Communications Function
- Audit of the Human Resources Master Plan
- Audit of the Management of Vacant Positions

- Audit of the OC Transpo Scheduling Process for Bus Operators

A copy of the full PowerPoint presentation is held on file with the City Clerk.

Following the presentation, the Committee approved the following motion:

Motion No. 05\1

Moved by Councillor J. Cloutier

WHEREAS the Supporting Documentation titled “Report on Audit Follow-ups and detailed audit follow-up reports – Tabled at Audit Committee October 8, 2015” was not circulated with the agenda package;

THEREFORE BE IT RESOLVED that the Audit Committee approve the addition of these documents for consideration by the Committee at today’s meeting, pursuant to section 89(3) of the procedure by-law (being by-law no. 2014-441).

CARRIED

The following staff were in attendance and responded to questions regarding the Human Resources Master Plan, Procurement Practices – Hedging Activities and Orgaworld.

- Susan Jones, Acting City Manager
- Rick O’Connor, City Clerk and Solicitor
- Isabelle Jasmin, Deputy City Treasurer
- Kevin Wyle, General Manager of Public Works
- Marianne Phillips, Acting Director of Human Resources

After discussion, the Committee voted on the following motion and provided a Direction to staff as set out below:

Motion No. 05\1

Moved by Councillor J. Cloutier

WHEREAS on December 3, 2014, City Council approved the 2014-2018 Council Governance Review report, which included that both the Terms of Reference for the Transit Commission and the reporting protocols for the Auditor General be revised such that audits related to OC Transpo operational matters would be referred to the Transit Commission for the consideration of the Transit Commission as part of the standard practice;

THEREFORE BE IT RESOLVED THAT the Audit Committee refer the following audit follow-ups to the Transit Commission, as the matters referenced in these follow-ups fall within the Transit Commission's delegated authority:

- **Audit of OC Transpo Communication of Cancelled Bus Trips;**
- **Audit of OC Transpo Scheduling Process for Bus Operators**

CARRIED

DIRECTION TO STAFF:

That the Auditor General meet with the City Manager to explore opportunities on how to identify savings in future audit reports.