



Audit Committee

Tax Supported Programs

Draft BUDGET 2018

Balanced, Affordable and Progressive

Tabled November 8, 2017



Table of Contents

Audit Committee

Briefing Note.....	1
Operating Resource Requirement.....	3
Supplemental Operating Information.....	4
Analysis.....	4
Explanatory Notes.....	5

Audit Committee

2018 Budget Briefing Note

Description

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.

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 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 services, under the coordination of the Finance Department, 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, addressing matters that are required to be communicated under professional standards and issuing a management letter with any recommendations for improvements

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

	2016	2017		2018	\$ Change over 2017 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Office of the Auditor General	1,781	1,832	1,832	1,901	69
External Audit Fees	451	405	405	405	0
Gross Expenditure	2,232	2,237	2,237	2,306	69
Recoveries & Allocations	-229	-177	-177	-177	0
Revenue	0	0	0	0	0
Net Requirement	2,003	2,060	2,060	2,129	69
Expenditures by Type					
Salaries, Wages & Benefits	1,238	1,216	1,216	1,282	66
Overtime	0	0	0	0	0
Material & Services	987	1,017	1,017	1,020	3
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	7	4	4	4	0
Gross Expenditures	2,232	2,237	2,237	2,306	69
Recoveries & Allocations	-229	-177	-177	-177	0
Net Expenditure	2,003	2,060	2,060	2,129	69
Revenues By Type					
Federal	0	0	0	0	0
Provincial	0	0	0	0	0
Municipal	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
Total Revenue	0	0	0	0	0
Net Requirement	2,003	2,060	2,060	2,129	69
Full Time Equivalents			9.00	9.00	0.00

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

	2017 Baseline			2018 Adjustments					2018	\$ Change over 2017 Budget
	Forecast	Budget	Adj. to Base Budget	Maintain Services	Growth	Council Priorities	Service Initiatives / Savings	User Fees & Revenues	Estimate	
Expenditures by Program										
Office of the Auditor General	1,832	1,832	0	69	0	0	0	0	1,901	69
External Audit Fees	405	405	0	0	0	0	0	0	405	0
Gross Expenditure	2,237	2,237	0	69	0	0	0	0	2,306	69
Recoveries & Allocations	-177	-177	0	0	0	0	0	0	-177	0
Revenue	0	0	0	0	0	0	0	0	0	0
Net Requirement	2,060	2,060	0	69	0	0	0	0	2,129	69
Expenditures by Type										
Salaries, Wages & Benefits	1,216	1,216	0	66	0	0	0	0	1,282	66
Overtime	0	0	0	0	0	0	0	0	0	0
Material & Services	1,017	1,017	0	3	0	0	0	0	1,020	3
Transfers/Grants/Financial Charges	0	0	0	0	0	0	0	0	0	0
Fleet Costs	0	0	0	0	0	0	0	0	0	0
Program Facility Costs	0	0	0	0	0	0	0	0	0	0
Other Internal Costs	4	4	0	0	0	0	0	0	4	0
Gross Expenditures	2,237	2,237	0	69	0	0	0	0	2,306	69
Recoveries & Allocations	-177	-177	0	0	0	0	0	0	-177	0
Net Expenditure	2,060	2,060	0	69	0	0	0	0	2,129	69
Percent of 2017 Net Expenditure Budget			0.0%	3.3%	0.0%	0.0%	0.0%	0.0%	3.3%	
Revenues By Type										
Federal	0	0	0	0	0	0	0	0	0	0
Provincial	0	0	0	0	0	0	0	0	0	0
Municipal	0	0	0	0	0	0	0	0	0	0
Own Funds	0	0	0	0	0	0	0	0	0	0
Fees and Services	0	0	0	0	0	0	0	0	0	0
Fines	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0	0	0	0
Percent of 2017 Revenue Budget			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Net Requirement	2,060	2,060	0	69	0	0	0	0	2,129	69
Percent of 2017 Net Requirement Budget			0.0%	3.3%	0.0%	0.0%	0.0%	0.0%	3.3%	
Full Time Equivalents (FTE's)		9.00	0.00	0.00	0.00	0.00	0.00	0.00	9.00	0.00
Percent of 2017 FTE's			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

2017 Forecast vs. Budget Variance Explanation	Surplus / (Deficit)		
	Expense	Revenue	Net
No significant variances to report.	0	0	0
Total Surplus / (Deficit)	0	0	0

2018 Pressure Category / Explanation	Increase / (Decrease)			
	Expense	Revenue	Net 2018 Changes	FTE Impact
Maintain Services				
All programs include an adjustment for potential 2018 cost of living, increments, and benefit adjustments.	66	0	66	0.00
Inflationary provision for materials and services.	3	0	3	0.00
Total Maintain Services	69	0	69	0.00
Total Budget Changes	69	0	69	0.00