

Report to/Rapport au :

**Audit Sub-Committee
Sous-comité de la vérification**

and / et

**Finance and Economic Development Committee
Comité des finances et du développement économique**

and Council / et au Conseil

**November 21, 2012
21 novembre 2012**

Submitted by/Soumis par : *Alain Lalonde, Auditor General/Vérificateur général*

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CITY WIDE / À L'ÉCHELLE DE LA VILLE

Ref N°: ACS2012-OAG BVG-0003

SUBJECT: OFFICE OF THE AUDITOR GENERAL (OAG) - 2011 ANNUAL REPORT AND DETAILED AUDIT REPORTS

OBJET : BUREAU DU VÉRIFICATEUR GÉNÉRAL (BVG) – RAPPORT ANNUEL ET RAPPORTS DE VÉRIFICATION DÉTAILLÉS DE 2011

REPORT RECOMMENDATIONS

1. That the Audit Sub-Committee receive the 2011 Annual Report and detailed audit reports from the OAG on November 29, 2012, and refer them to the appropriate Standing Committees to hear public delegations.
2. That the Audit Sub-Committee recommend Council consider and approve the audit recommendations and refer all recommendations where management is in disagreement to the Audit Sub-Committee or other Standing Committee as directed by Council.

RECOMMANDATIONS DU RAPPORT

1. Que le Sous-comité de la vérification reçoive le Rapport annuel et les Rapports de vérification détaillés 2011 du BVG le 29 novembre 2012, pour soumettre les rapports aux Comités permanents pertinents pour entendre les délégations du public.

2. **Que le Sous-comité de la vérification recommande au Conseil municipal d'examiner et d'approuver les recommandations des vérifications et qu'il soumette toutes celles avec lesquelles la direction n'est pas d'accord au Sous-comité de la vérification ou à un autre comité permanent tel qu'enjoint par le Conseil municipal.**

BACKGROUND

The OAG's 2011 audit work plan was approved on April 13, 2011. The 2011 Annual Report contains the following audit reports:

1. OC Transpo Scheduling Process for Bus Operators;
2. OC Transpo Communication of Cancelled Bus Trips;
3. Management of Vacant Positions;
4. Corporate Communications Function;
5. Procurement Practices – General;
6. Procurement Practices - Hedging Activities;
7. Performance Measurement;
8. Occupational Health and Safety;
9. Human Resources Master Plan; and,
10. Budgeting for Growth Funding.

FOLLOW-UP AUDITS:

1. Follow-up to the 2009 Audit of Five Specific Staffing Processes;
2. Follow-up to the 2009 Audit of the Bridge Maintenance Process for a Specific Bridge;
3. Follow-up to the 2009 Audit of Payroll;
4. Follow-up to the 2009 Audit of Eight Specific Building Code Services Files;
5. Follow-up to the 2009 Audit of Specific House Drawings; and,
6. Follow-up to the 2008 Audit of Grants and Contributions.

DISCUSSION

In accordance with the protocol approved by Council for the Office of the Auditor General on April 13, 2011, the reports are being tabled today for transmittal to the appropriate Standing Committee to hear public delegations, and subsequently to be forwarded to Council.

The seventh Annual Report of the OAG summarizes the activities of the OAG during 2011, including the report on the Fraud and Waste Hotline. Included is a summary of the results of all audits completed during 2011 along with the management responses to all recommendations.

The Annual Report document contains an executive summary for each audit and follow-up completed in 2011. The detailed audit and follow-up reports are not provided in hard copy, but are available on the OAG Web site at ottawa.ca.

RURAL IMPLICATIONS

There are no rural implications associated with this report.

PUBLIC CONSULTATION

As this is considered an internal administrative matter, no public consultation was undertaken.

COMMENTS BY THE WARD COUNCILLOR(S)

This is a city-wide issue.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with approval of the report recommendation.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with this report.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

CITY STRATEGIC PLAN

There are no impacts to the City Strategic Plan.

SUPPORTING DOCUMENTATION

As of the date of the meeting (November 29, 2012), the following report will be issued separately to Members of Council and will be on file with the City Clerk:

- Office of the Auditor General 2011 Annual Report
- Rapport annuel 2011 du Bureau du vérificateur général

The detailed audit reports will also be on file with the City Clerk and available on the Auditor General's Web site at ottawa.ca.

DISPOSITION

The OAG will proceed according to the direction of the Sub-Committee in considering this report.