



MEMO TO : City of London – Audit Committee
FROM : MNP LLP
SUBJECT : Briefing Note From Internal Audit
DATE : September 13, 2023

- MNP continues to work with management and staff towards the completion of the Vendor Management Audit. The Vendor Management Audit is in the reporting stage and is looking to evaluate the mechanisms and processes in place to manage vendor risks with a focus on governance, compliance and risk management including assessment of materiality, due diligence performed prior to commencement of services and the monitoring and reporting of performance with SLA's and contractual terms. This audit report will be presented at the next Audit Committee meeting in November 2023.
- The Community Arts Investment Program and Community Heritage Investment Program Value for Money (“VfM”) Audit is in the fieldwork stage and will review the design and operating effectiveness of key controls pertaining to the two programs, including grant application submission, evaluation and approvals, as well as return on investment (measuring outputs and outcomes) to identify opportunities to optimize both programs. This audit report will be presented at the next Audit Committee meeting in November 2023.
- The Cyber Security Audit is in the fieldwork stage and is looking to assess the design of the City’s established cyber program to identify opportunities for improvement. Key areas to be reviewed include the adoption of policy requirements, ownership of key program activities and the development of a roadmap to highlight the prioritization of efforts to address any recommendations. This audit report will be presented at the next Audit Committee meeting in November 2023.
- MNP conducted an enterprise-wide risk assessment which was underpinned by speaking with members of the Audit Committee, Senior Leadership Team and select members of City management. During these meetings with organizational leaders, MNP facilitated a discussion on key risk areas, gained an updated understanding of the City’s risks and the status of these risks. Furthermore, MNP reviewed strategic documentation including existing assurance materials and applicable information from comparable municipalities as well as leading literature to inform an updated risk based internal audit plan. This revised risk based internal audit plan is to be presented today for Audit Committee approval.