

1ST REPORT OF THE

AUDIT COMMITTEE

Meeting held on February 7, 2018, commencing at 12:02 PM, in the Council Chambers, Second Floor, London City Hall.

PRESENT: Councillor P. Hubert (Chair), Councillors A. Hopkins, S. Turner and M. van Holst; S. Khullar and B. Westlake-Power (Secretary).

ALSO PRESENT: Councillor J. Helmer, and D. Baldwin (KPMG), A.L. Barbon, B. Card, I. Collins, K. den Bok (KPMG), A. DiCicco, P. Kokkoros, D. O'Brien, J. Pryce (Deloitte), A. Ruffudeen (Deloitte), C. Saunders, E. Skalski, S. Spring and S. Swance.

I. CALL TO ORDER

1. Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

2. Election of Vice-Chair for the term ending November 30, 2018

That M. van Holst BE ELECTED Vice Chair of the Audit Committee for the term ending November 30, 2018.

II. CONSENT ITEMS

None.

III. SCHEDULED ITEMS

None.

IV. ITEMS FOR DIRECTION

3. Audit Planning Report for the Year Ended December 31, 2017

That the KPMG LLP Audit Planning Report, for the year ending December 31, 2017, BE APPROVED; it being noted that the Audit Committee received a verbal presentation from K. den Bok, with respect to this matter.

4. London Downtown Closed Circuit Television Program – Report on the Results of Applied Specified Auditing Procedures for the Year Ending December 31, 2017

That the KPMG Report on Specified Auditing Procedures for the London Downtown Closed Circuit Television Program, for the year ending December 31, 2017, BE RECEIVED.

5. Building Permit Review - Internal Audit Report

That the following actions be taken with respect to the Building Permit Review Internal Audit Report:

- a) the above-noted audit report issued in January 2018, BE RECEIVED and the recommendations BE IMPLEMENTED, as appropriate;
- b) the submissions of Councillor M. van Holst BE REFERRED to the Managing Director, Development and Compliance Services and Chief Building Official in order to meet with London Hydro to investigate the feasibility of the implementation of a system similar to London Hydro's "Builders' Portal" to automate portions of the building permit approval process;

- c) the Civic Administration BE DIRECTED to bring forward an addendum report in June of this year with respect to this audit, including specific details of an action plan for implementation of the above-noted recommendations; and,
- d) the Civic Administration BE REQUESTED to collaborate with other service areas, specifically the Service London Team, related to the creation and implementation of a customer service survey in order to better understand the service perception in the public and opportunities for improvement;

it being noted that the attached documents related to the London Hydro service portal were circulated to committee members by Councillor M. van Holst.

6. Freedom of Information Process Review - Final Internal Audit Report

That the Internal Audit Report with respect to the Freedom of Information Process Review, Internal Audit Report, issued January 2018, BE RECEIVED and the recommendations BE IMPLEMENTED as appropriate, and in accordance with applicable legislation.

7. Internal Audit Summary Update Memo

That the memo dated January 29, 2018, from Deloitte, with respect to the internal audit summary update BE RECEIVED.

8. June 2017 - December 2018 Internal Audit Dashboard as at January 29, 2018

That the communication from Deloitte, regarding the June 2017 - December 2018 internal audit dashboard as of January 29, 2018, BE RECEIVED.

9. Observation Summary as at January 29, 2018

That the Observation Summary from Deloitte, as of January 29, 2018, BE RECEIVED.

V. DEFERRED MATTERS/ADDITIONAL BUSINESS

None.

VI. ADJOURNMENT

The meeting adjourned at 1:44 PM.