

Audit Committee Report

1st Meeting of the Audit Committee
March 11, 2020

PRESENT: Deputy Mayor J. Helmer (Chair), M. van Holst, S. Turner

ABSENT: J. Morgan, L. Higgs

ALSO PRESENT: L. Livingstone, A. L. Barbon, B. Card, I. Collins, M. Daley, K. den Bok (KPMG), D. Hack, D. MacRae, S. Mathers, J. McCloskey, M. McErlain, D. Nabhani (KPMG), D. O'Brien, S. Oldham, J. Pryce (Deloitte), M. Redden (KPMG), M. Ribera, A. Ruffudeen (Deloitte), M. Schulthess, S. Stafford, G. Stronghill, S. Swance, E. Van Daele (KPMG).

The meeting was called to order at 12:14 PM.

1. Call to Order

1.1 Disclosures of Pecuniary Interest

Councillor S. Turner notes a possible pecuniary interest in item 4.7, having to do with the 2020-2022 Internal Audit Plan by indicating that his employer, Middlesex London Health Unit, may be included in the internal audit universe.

1.2 Election of Vice Chair for the term ending November 30, 2020

Moved by: S. Turner

Seconded by: M. van Holst

That Councillor van Holst BE ELECTED Vice Chair of the Audit Committee for the term ending November 30, 2020.

Motion Passed

2. Consent

None.

3. Scheduled Items

None.

4. Items for Direction

4.1 Internal Audit Summary Update

Moved by: S. Turner

Seconded by: M. van Holst

That the communication dated March 2, 2020, from Deloitte, with respect to the internal audit summary update, BE RECEIVED.

Motion Passed

4.2 Observation Summary as at March 2, 2020

Moved by: S. Turner

Seconded by: M. van Holst

That the Observation Summary from Deloitte, as of March 2, 2020, BE RECEIVED.

Motion Passed

4.3 January - December 2019 Internal Audit Dashboard as at March 2, 2020

Moved by: S. Turner

Seconded by: M. van Holst

That the communication from Deloitte, regarding the January - December 2019 internal audit dashboard as of March 2, 2020, BE RECEIVED.

Motion Passed

4.4 January - December 2020 Internal Audit Dashboard as at March 2, 2020

Moved by: S. Turner

Seconded by: M. van Holst

That the communication from Deloitte, regarding the January - December 2020 internal audit dashboard as of March 2, 2020, BE RECEIVED.

Motion Passed

4.5 Electronic Fund Transfer (EFT) Compliance Assessment

Moved by: S. Turner

Seconded by: M. van Holst

That the Audit Report with respect to Electronic Fund Transfer (EFT) Compliance Assessment issued February 2020, BE RECEIVED.

Motion Passed

4.6 Dearness Home Process Assessment

Moved by: S. Turner

Seconded by: M. van Holst

That the Audit Report with respect to Dearness Home Process Assessment issued February 2020, BE RECEIVED.

Motion Passed

4.7 2020-2022 Internal Audit Plan

Moved by: S. Turner

Seconded by: M. van Holst

That the 2020-2022 Internal Audit Plan from Deloitte, approved at the Audit Committee on November 6, 2019 BE RECEIVED.

Motion Passed

4.8 IT Security Audit Report

Moved by: S. Turner
Seconded by: M. van Holst

That the Audit Report with respect to IT Security Assessment issued November 2019, BE RECEIVED.

Motion Passed

4.9 Request for Proposal Internal Audit Services

Moved by: M. van Holst
Seconded by: S. Turner

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer the following actions be taken:

a) the scope of work including expectations of the successful proponent, timelines, and general parameters described in this report for inclusion in the Request for Proposal (RFP) for internal audit services BE ENDORSED;

b) the Civic Administration BE DIRECTED to proceed with the development and issuance of an RFP for internal audit services; and

c) the striking of an Internal Audit Services Evaluation Committee BE APPROVED consisting of: Audit Committee Chair; Audit Committee Vice Chair; a representative from the City Manager's office and from the Finance & Corporate Services area; Managing Director, Corporate Services and City Treasurer, Chief Financial Officer; with support by appropriate members of Civic Administration including Purchasing & Supply.

Motion Passed

4.10 Audit Planning Report for the Year Ending December 31, 2019

Moved by: S. Turner
Seconded by: M. van Holst

That the KPMG LLP Audit Planning Report, for the year ending December 31, 2019, BE APPROVED.

Motion Passed

4.11 Computerized Maintenance Management System (CMMS) Review

Moved by: M. van Holst
Seconded by: S. Turner

That the Audit Report with respect to Computerized Maintenance Management System (CMMS) Review issued January 2020, BE RECEIVED.

Motion Passed

4.12 London Downtown Closed Circuit Television Program for the Year Ending December 31, 2019

Moved by: M. van Holst
Seconded by: S. Turner

That the KPMG Report on Specified Auditing Procedures for the London Downtown Closed Circuit Television Program, for the year ending December 31, 2019, BE RECEIVED.

Motion Passed

4.13 Class Replacement Pre-Implementation Project Review

Moved by: M. van Holst
Seconded by: S. Turner

That the communication dated February 28, 2020 from Deloitte, regarding the progress memorandum: Class Replacement Pre-implementation Project Review, BE RECEIVED.

Motion Passed

5. Deferred Matters/Additional Business

None.

6. Confidential (Enclosed for Members only.)

Moved by: S. Turner
Seconded by: M. van Holst

That the Audit Committee convene, In Closed Session, for the purpose of considering the following:

6.1. Security of Property

A matter pertaining to the security of the property of the municipality or local board.

Motion Passed

The Audit Committee convened in closed session from 1:24 PM to 1:33 PM.

7. Adjournment

Moved by: S. Turner
Seconded by: M. van Holst

That the meeting BE ADJOURNED.

Motion Passed

The meeting adjourned at 1:34 PM.