



City of Edmonton Office of the City Auditor

Recommendation Follow-up Dashboard Report

As At January 13, 2020

There are 36 outstanding recommendations: 26 are not yet due and 10 are overdue.



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Closed Recommendations

In the period since our last report (October 22, 2019) the administration **closed nine recommendations**

Project Name	Department	Recommendation
1. Accounts Payable Audit	Financial and Corporate Services	Rec 3 - Implement Process to Update Kofax and Provide More Training
2. Assessment and Taxation Audit	Financial and Corporate Services	Rec 3 - Conflict of Interest Disclosure
3. Assessment and Taxation Audit	Financial and Corporate Services	Rec 5 - Annual Account Reconciliation
4. Bus and LRT Review	City Operations	Rec 3 - Transit Funding and Fares
5. Community Projects in Neighbourhood Parks Process Audit	Citizen Services	Rec 2 - Develop a Performance Management Framework
6. Community Projects in Neighbourhood Parks Process Audit	Citizen Services	Rec 3 - Improve Program
7. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 6 - Clean up and Maintain the Vendor Master File
8. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 7 – Document and Implement Procedures
9. Edmonton Police Service Staffing Audit	Edmonton Police Service	Rec 2 - Improve Patrol Staffing Model Data Reliability and Accuracy

Overdue Recommendations

There are ten overdue recommendations.

More than one year overdue:

Project Name	Department	Recommendation	Months Overdue	Revised Due Date
1. Edmonton Police Service Staffing Audit	Edmonton Police Service	Rec 1 - Assess Patrol Staffing Models	12	12/31/2020

Less than one year overdue:

Project Name	Department	Recommendation	Months Overdue	Revised Due Date
2. Consultant Services Review	Financial and Corporate Services	Rec 1 - Training and Quality Assurance	6	3/31/2020
3. Africa Centre Governance and Management Review	Africa Centre Board of Directors	Rec 2 - Update Governing Documents	6	12/31/2019
4. Accounts Payable Audit	Financial and Corporate Services	Rec 4 - Develop Performance Measures	3	9/30/2019
5. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 2 - Improve Program Reporting	1	12/15/2019
6. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 5 - Document Performance Measures Methodology	1	12/15/2019
7. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 6 - Mitigate Fare Evasion	1	12/15/2019
8. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 3 – Review and Update Objectives of EEDC's Innovation System	0	12/31/2019



Project Name	Department	Recommendation	Months Overdue	Revised Due Date
9. Current Planning Reserve Audit	Urban Form and Corporate Strategic Development	Rec 3 - Review and Assess Service Level Performance	0	12/31/2019
10. Accounts Payable Audit	Financial and Corporate Services	Rec 2 - Improve Controls over Accounts Payable System	0	12/31/2019

Recommendations Not Yet Due

There are 26 recommendations that are **not yet due**.

Project Name	Department	Recommendation	Months Until Due	Due Date
1. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 4 – Track Resource Use and Review Resource Allocation in EEDC’s Innovation System	1	1/31/2020
2. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 5 – Ensure Performance Measures are Sufficient, Reliable, Understandable and Comparable	1	2/1/2020
3. Parks and Roads Service Yard Operations Audit	City Operations	Rec 2 - Clarify Authority and Processes	2	2/28/2020
4. Parks and Roads Service Yard Operations Audit	City Operations	Rec 5 - Assess Security Risks and Implement Security Practices	2	2/28/2020
5. Assessment and Taxation Audit	Financial and Corporate Services	Rec 1 – Supplementary Assessments	3	3/31/2020
6. Assessment and Taxation Audit	Financial and Corporate Services	Rec 4 – TACS System Access	3	3/31/2020
7. Accounts Payable Audit	Financial and Corporate Services	Rec 1 - Improve Controls over Receiving Non-Purchase Order Transactions	3	3/31/2020
8. Residential Infill Audit	Urban Form and Corporate Strategic Development	Rec 2 - Development Permit Review	3	3/31/2020
9. Ukrainian Canadian Archives and Museum of Alberta Investigation	Urban Form and Corporate Strategic Development	Rec 1 - Clear Funding Agreement Terms and Conditions	3	3/31/2020
10. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 8 - Improve Safeguards for Fare Media	3	3/31/2020
11. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 1 – Update EEDC’s Governing Documents	4	4/22/2020

Project Name	Department	Recommendation	Months Until Due	Due Date
12. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 1 - Strengthen Governance	6	6/30/2020
13. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 3 - Document Support for Inputs and Assumptions	6	6/30/2020
14. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 4 - Enhance Non-Fare Revenue Strategies	6	6/30/2020
15. Assessment and Taxation Audit	Financial and Corporate Services	Rec 2 – Monitor Complaint Process	6	6/30/2020
16. Parks and Roads Service Yard Operations Audit	City Operations	Rec 3 - Develop a Standard and Prioritize Improvements	10	10/30/2020
17. Parks and Roads Service Yard Operations Audit	City Operations	Rec 4 - Review and Optimize Existing Yard Space	10	10/30/2020
18. Emergency Management Governance and Risk Assessment Audit	Citizen Services	Rec 1 - Strategic Plan and Performance Management Framework	12	12/20/2020
19. Emergency Management Governance and Risk Assessment Audit	Citizen Services	Rec 2 - Update Governing Documents	12	12/20/2020
20. Emergency Management Governance and Risk Assessment Audit	Citizen Services	Rec 3 - Hazard Identification and Risk Assessment	12	12/20/2020
21. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 2 – Align Risk Management Process with Best Practice	12	13/31/2020
22. 2017 Municipal Election	Office of the City Clerk	Rec 1 - Information Technology Support	12	12/31/2020
23. Residential Infill Audit	Urban Form and Corporate Strategic Development	Rec 3 - Zoning Bylaw Updates	12	12/31/2020

Project Name	Department	Recommendation	Months Until Due	Due Date
24. Residential Infill Audit	Urban Form and Corporate Strategic Development	Rec 4 - Use of Term "Infill"	12	12/31/2020
25. Parks and Roads Service Yard Operations Audit	City Operations	Rec 1 - Develop a Plan for Yards	18	6/30/2021
26. Information Technology – Disaster Recovery Planning	Financial and Corporate Services	Rec 1 - Fully Implement the Disaster Recovery Program	24	12/31/2021

This project was conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*