

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 19, 2013

Item 2, Report No. 3, of the Finance and Administration Committee, which was adopted without amendment by the Council of the City of Vaughan on February 19, 2013.

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INTERNAL AUDIT REPORT – CITY-WIDE PAYROLL

The Finance and Administration Committee recommends approval of the recommendation contained in the following report of the Director of Internal Audit, dated February 11, 2013:

Recommendation

The Director of Internal Audit recommends that the Internal Audit Report on City-Wide Payroll be received and approved.

Contribution to Sustainability

Internal Audit activities and subsequent reports contribute to the sustainability of the City by providing advice and assurance that controls supporting the effective delivery of services and programs are effective. Longer term sustainability needs the support of good, efficient risk mitigation strategies. Internal Audit can provide support for that sustainability by providing independent advice and assurance.

Economic Impact

There are no direct economic impacts associated with this report.

Communications Plan

Not applicable.

Purpose

To present to the Finance and Administration Committee the Internal Audit Report on City-Wide Payroll Development and to provide an evaluation of operational controls, as well as opportunities for improvement to help mitigate potential risks.

Background - Analysis and Options

This audit was done to evaluate the effectiveness of controls, processes and procedures in place to mitigate risks that could affect City-Wide Payroll process in meeting departmental and the City's business objectives.

The audit was part of the 2012 to 2014 Internal Audit Risk Based Audit Plan previously approved by the Finance and Administration Committee.

Relationship to Vaughan Vision 2020/Strategic Plan

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Regional Implications

Not applicable.

Conclusion

The report concluded that controls supporting the City-Wide Payroll Process are operating satisfactorily. No major issues were identified that required attention or follow-up.

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Attachment

Internal Audit Report – City-Wide Payroll

Report prepared by:

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Operational and Compliance Auditor

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)