

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 16, 2015

Item 4, Report No. 11, of the Finance, Administration and Audit Committee, which was adopted, as amended, by the Council of the City of Vaughan on September 16, 2015, as follows:

By receiving Communication C4 from the Director of Internal Audit, dated September 11, 2015.

**4 INTERNAL AUDIT REPORT – ANONYMOUS REPORTING SYSTEM AWARENESS SURVEY -
2015**

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated September 8, 2015, be approved; and
- 2) That the presentation by the Audit Project Manager and C4, presentation material titled “*Anonymous Reporting System – Annual Report*”, dated September 8, 2015, be received.

Recommendation

The Director of Internal Audit recommends:

1. That the Internal Audit Report on the Anonymous Reporting System Awareness Survey – 2015 be received.

Contribution to Sustainability

Internal Audit activities and 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, Administration and Audit Committee the Internal Audit Report on the Anonymous Reporting System Awareness Survey - 2015.

Background - Analysis and Options

The City's Anonymous Reporting System was introduced in 2014 as part of an organization-wide strategy to address some of the issues identified in the 2013 Corporate Governance and Accountability Survey, such as low levels of trust and fear of reprisal. In an effort to gauge staff awareness and acceptance of the system, Internal Audit conducted the Anonymous Reporting System awareness survey in June 2015, after the first year of operation. Results of the survey will be used to strengthen Internal Audit's management and promotion of the system by addressing any areas of employee concern or misinformation.

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Relationship to Vaughan Vision 2020/Strategic Plan

This report supports the strategic goal of management excellence through financial stability and effective governance.

Regional Implications

Not applicable.

Conclusion

Survey results indicate that overall, staff and management feel that having an anonymous reporting mechanism is beneficial to the City. However, employee confidence in the ability to remain anonymous and awareness of the system throughout the organization can be improved. Internal Audit has taken steps to enhance promotion of the Anonymous Reporting System and continues to develop initiatives to increase its effectiveness.

Attachment

1. Internal Audit Report – Anonymous Reporting System Awareness Survey - 2015

Report prepared by:

Catherine Atkari, CIA, CFE
Internal Audit Coordinator

(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.)