



memorandum

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COMMUNICATION
FAA - June 19/2017
ITEM - 1

DATE: June 16, 2017
TO: Honourable Mayor Bevilacqua and Members of Council
FROM: Kevin Shapiro, Director of Internal Audit
RE: **REPORT #7, ITEM 1, OF THE JUNE 6, 2017 FINANCE, ADMINISTRATION AND AUDIT COMMITTEE**

Recommendation

The Director of Internal Audit recommends that:

1. Section 4.3 of the Council Member Expense Policy be revised to state:

The Director of Internal Audit has authority to conduct periodic compliance audits to assess whether Councillor expenses are in compliance with the policy; and

2. The following be added:

Councillors may consult with the Chief Financial Officer or designate on interpretation of the Council Member Expense Policy.

Purpose

The purpose of this communication is to provide additional recommendations from the Council Expenditure and Code of Conduct Review Task Force Findings to Council for consideration.

Background

During the Council Expenditure and Code of Conduct Review Task Force meeting held on October 27, 2016, recommendations were approved that would change the roles and responsibilities of the City Auditor with respect to the Council Member Expense Policy. This would provide the Director of Internal Audit the authority to conduct periodic compliance audits to assess whether Councillor expenses are in compliance with the policy. In addition, Councillors would have the ability to consult with the Chief Financial Officer or designate instead of the Director of Internal Auditor on interpretation of the Council Member Expense Policy.

Conclusion

The Council Expenditure and Code of Conduct Task Force has completed its mandate. The following recommendation is also being forwarded for Council's consideration.

Report prepared by:

Kevin Shapiro CIA CFE CRMA
Director, Internal Audit

Respectfully submitted,

Kevin Shapiro CIA CFE CRMA
Director, Internal Audit