

TORONTO STAFF REPORT

July 5, 2004

To: Audit Committee

From: Auditor General

Subject: Management Letters for Business Improvement Areas – December 31, 2002

Purpose:

To advise Audit Committee of the status of Management Letters issued to various Business Improvement Areas.

Financial Implications and Impact Statement:

There are no financial implications resulting from the receipt of this report.

Recommendations:

It is recommended that this report be received for information.

Background:

It has been the general policy of the Auditor General's Office to issue Management Letters on engagements where an audit report is issued. The purpose of a Management Letter is to provide and document to management, internal control weaknesses and suggestions for improving controls. There may be cases where there are no material internal control deficiencies and, in such circumstances, management letters are not issued. This process is in accordance with the professional standards imposed by the Canadian Institute of Chartered Accountants.

Comments:

Management Letters have been issued in prior years to various Business Improvement Areas. No Management Letters were issued in 2002 on those financial statements currently in front of Audit Committee as any deficiencies identified in prior years have been addressed.

Conclusions:

Management Letters on the following Business Improvement Areas were not required for the year ended December 31, 2002.

- The Board of Management for the Forest Hill Village Business Improvement Area
- The Board of Management for the Little Italy Business Improvement Area
- Liberty Village Business Improvement Area
- The Board of Management for the St. Clair Avenue West Business Improvement Area
- The Board of Management for the Weston Business Improvement Area

Contact:

Carolyn Baird
Senior Audit Manager
Tel: (416) 392-8463, Fax: (416) 392-3754
E-mail: cbaird@toronto.ca

Jeffrey Griffiths
Auditor General

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