

AUDIT COMMITTEE**AGENDA****MEETING No. 6**

Date of Meeting: November 22, 2002 **Enquiry:** Frances Pritchard
Time: 9:30 a.m. **Administrator**
Location: Committee Room 1 **392-7033**
City Hall **fpritcha@city.toronto.ca**
100 Queen Street West

DECLARATIONS OF INTEREST PURSUANT TO THE MUNICIPAL CONFLICT OF INTEREST ACT.

CONFIRMATION OF MINUTES OF MEETINGS OF MAY 21 AND JUNE 13, 2002

COMMUNICATIONS/REPORTS:**1. FRAUD HOTLINE – SIX-MONTH PILOT PROJECT – EVALUATION**

Auditor General
(November 6, 2002)

Recommending that:

- (1) the Auditor General establish and operate a fraud/waste hotline on a permanent basis; and
- (2) the Auditor General report to the Audit Committee, as part of his annual report on the status of fraud and related matters, on the operation and activities of the fraud/waste hotline.

2. CONTRACT COMPLIANCE REVIEW – VIACOM OUTDOOR CANADA INC. (FORMERLY MEDIACOM)

Auditor General

(November 7, 2002)

Assessing the procedures of the Transportation Division, Works and Emergency Services, with respect to the management of the City of Toronto's contract with Viacom Outdoor Canada Inc. (formerly Mediacom Inc.).

3. FOLLOW-UP REVIEW – FOOD SAFETY PROGRAM, TORONTO PUBLIC HEALTH (JUNE 2000)

Auditor General

(November 8, 2002)

Recommending that:

- (1) the Medical Officer of Health clarify the roles, responsibilities and expectations of Healthy Environments Food Safety Managers and identify the critical information needs and reports required to facilitate effective management of the program, such that there is optimal use of resources and the minimum mandatory inspection requirements for food premises are met;
- (2) the Medical Officer of Health report to the Board of Health on the efficiencies achieved from all the actions taken to improve the Food Safety Program and the resource implications resulting from the improvements, including any opportunities for resource redeployment;
- (3) the Medical Officer of Health review the mandate of the Quality Assurance Unit and report to the Board of Health on:
 - the responsibilities of this unit, the reporting structure for the unit within Toronto Public Health and any resource implications; and
 - a transition plan that will ensure the smooth transfer of knowledge and responsibilities to the Healthy Environments Food Safety Managers, without jeopardizing the quality of the Food Safety Program;

(4) the Medical Officer of Health report to the Board of Health by June 2003, providing a detailed response on the action taken to address the recommendations in this report; and

(5) this report be forwarded to the Board of Health for information.

3(a). (November 12, 2002) from the Medical Officer of Health

4. STATUS REPORT ON VARIOUS AUDIT PROJECTS

Auditor General

(October 31, 2002)

Recommending that this report be received for information.

5. AUDIT MANAGEMENT LETTERS RELATING TO INDIVIDUAL BOARDS OF MANAGEMENT FOR COMMUNITY CENTRES

Auditor General

(November 4, 2002)

Recommending that:

(1) the individual management letters issued for each of the Boards of Management for Community Centres be received for information; and

(2) the Commissioner of Community and Neighbourhood Services be directed to ensure that the issues identified in the individual management letters are addressed and report back to the Audit Committee by February 28, 2003.

6. 2003 OPERATING PLAN AND BUDGET – AUDITOR GENERAL’S OFFICE

Auditor General

(November 5, 2002)

Recommending that the attached 2003 Operating Plan and Budget for the Auditor General’s Office be approved and forwarded to the Budget Advisory Committee.

(2003 Operating Plan and Budget – Auditor General’s Office forwarded to Members only)

7. ENVIRONMENTAL ISSUES AND AUDIT PLAN (All Wards)

Commissioner, Works and Emergency Services
(October 30, 2002)

Recommending that this report be received for information.

8. TORONTO PUBLIC LIBRARY – REVIEW OF YEAR-END SPENDING, FLEET MAINTENANCE, USE OF CONSULTANTS AND BUDGETS FOR MAINTENANCE AND REPAIRS – IMPLEMENTATION PLAN FOR RECOMMENDATIONS CONTAINED IN THE CITY AUDITOR’S REPORT (APRIL 9, 2002)

City Librarian
(September 25, 2002)

Recommending that the attached Implementation Plan for Recommendations Contained in the City Auditor’s Report (April 9, 2002) – Toronto Public Library – Review of Year-end Spending, Fleet Maintenance, Use of Consultants and Budgets for Maintenance Repairs adopted by the Toronto Public Library Board at its meeting of September 23, 2002 be received for information.

9. SCHEDULING PROCESS REVIEW – TORONTO EMERGENCY MEDICAL SERVICES

Commissioner, Works and Emergency Services
(October 24, 2002)

Providing the final update concerning the recommendations and findings arising out of the audit of the Schedule Unit of Toronto Emergency Medical Services.

10. PRIVACY LEGISLATION COMPLIANCE AND TECHNOLOGY SYSTEMS

(DEFERRED FROM AUDIT COMMITTEE MEETING OF SEPTEMBER 25, 2002)

City Clerk
(June 26, 2002)

Forwarding Clause No. 2 contained in Report No. 7 of the Administration Committee, headed "Privacy Legislation Compliance and Technology Systems", which City Council referred to the Audit Committee requesting that the City Auditor conduct a risk analysis, such analysis to address concerns raised by Councillor Moscoe, and report thereon to the Audit Committee by September 2002.

10(a). (September 23, 2002) from the City Auditor

11. 2002 AUDIT OF THE CORPORATION OF THE CITY OF TORONTO

Martha Tory/Diana Brouwer, Ernst & Young
(November 8, 2002)

Submitting an update on the 2002 Audit of the Corporation of the City of Toronto.

12. LIQUID CHLORINE CONTRACTS-COMPETITION ACT CHARGES

City Solicitor
(October 31, 2002)

Recommending that this report be received for information.

13. 2001 AUDITED TRUST FUND FINANCIAL STATEMENTS

Chief Financial Officer and Treasurer
(October 28, 2002)

Recommending that the audited financial statements of the City's trust funds for the year ended December 31, 2001 be received.

14. 2001 AUDITED FINANCIAL STATEMENTS OF COMMUNITY CENTRES

Chief Financial Officer and Treasurer
(October 31, 2002)

Recommending that the financial statements appended to this report be received.

(Financial Statements of Community Centres forwarded to Members only)

15. 2001 AUDITED FINANCIAL STATEMENTS OF AGENCIES, BOARDS AND COMMISSIONS

(DEFERRED FROM AUDIT COMMITTEE MEETING OF SEPTEMBER 25, 2002)

Chief Financial Officer and Treasurer
(September 6, 2002)

Recommending that the financial statements appended to this report be received.

(Financial Statements of Agencies, Boards and Commissions forwarded to Members only)

15(a). Chief Financial Officer and Treasurer reporting as requested *(Not Yet Available)*