



City of Edmonton Office of the City Auditor

Recommendation Follow-up Dashboard Report

As At September 8, 2020

There are 35 outstanding recommendations: 21 are not yet due and 14 are overdue.



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Closed Recommendations

In the period since our last report (June 16, 2020) the administration **closed 2 recommendations**

Project Name	Department	Recommendation
1. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 6 - Mitigate Fare Evasion
2. Parks and Roads Service Yard Operations Audit	City Operations	Rec 3 - Develop a Standard and Prioritize Improvements

Overdue Recommendations

There are 14 overdue recommendations.

More than one year overdue:

Project Name	Department	Recommendation	Months Overdue	Revised Due Date
1. Africa Centre Governance and Management Review	Africa Centre Board of Directors	Rec 2 - Update Governing Documents	14	11/30/2020

Less than one year overdue:

Project Name	Department	Recommendation	Months Overdue	Revised Due Date
2. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 5 - Document Performance Measures Methodology	9	12/15/2019
3. Accounts Payable Audit	Financial and Corporate Services	Rec 2 - Improve Controls over Accounts Payable System	8	12/31/2019
4. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 3 - Review and Update Objectives of EEDC's Innovation System	8	12/31/2019
5. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 5 - Ensure Performance Measures are Sufficient, Reliable, Understandable and Comparable	7	2/1/2020
6. Residential Infill Audit	Urban Form and Corporate Strategic Development	Rec 2 - Development Permit Review	5	10/30/2020
7. Ukrainian Canadian Archives and Museum of Alberta Investigation	Urban Form and Corporate Strategic Development	Rec 1 - Clear Funding Agreement Terms and Conditions	5	3/31/2020



Project Name	Department	Recommendation	Months Overdue	Revised Due Date
8. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 8 - Improve Safeguards for Fare Media	5	3/31/2020
9. Conflict of Interest Management Audit	Employee Services	Rec 3 - Ensure All Employees have Completed the Code of Conduct Training	5	3/31/2020
10. Conflict of Interest Management Audit	Office of the City Manager	Rec 4 - Provide Ongoing Conflict of Interest Communication and Easily Accessible Information and Tools	5	3/31/2020
11. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 1 - Update EEDC's Governing Documents	4	12/31/2020
12. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 2 - Improve Program Reporting	2	6/30/2020
13. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 3 - Document Support for Inputs and Assumptions	2	6/30/2020
14. Edmonton Transit Service Revenue Management Audit	City Operations	Rec 4 - Enhance Non-Fare Revenue Strategies	2	6/30/2020

Recommendations Not Yet Due

There are 21 recommendations that are **not yet due**.

Project Name	Department	Recommendation	Months Until Due	Due Date
1. Communications and Engagement Department Audit	Communications and Engagement	Rec 2 - Standardize Processes	1	9/30/2020
2. Communications and Engagement Department Audit	Communications and Engagement	Rec 4 - Finalize Performance Measures	1	9/30/2020
3. Parks and Roads Service Yard Operations Audit	City Operations	Rec 4 - Review and Optimize Existing Yard Space	2	10/30/2020
4. Access to Digital Assets	Office of the City Manager	Rec 2 - Correct Identified Weaknesses with Access Control Processes	2	10/31/2020
5. Emergency Management Governance and Risk Assessment Audit	Citizen Services	Rec 1 - Strategic Plan and Performance Management Framework	4	12/20/2020
6. Emergency Management Governance and Risk Assessment Audit	Citizen Services	Rec 2 - Update Governing Documents	4	12/20/2020
7. Emergency Management Governance and Risk Assessment Audit	Citizen Services	Rec 3 - Hazard Identification and Risk Assessment	4	12/20/2020
8. Edmonton Economic Development Corporation (EEDC) Audit	Edmonton Economic Development Corporation	Rec 2 - Align Risk Management Process with Best Practice	4	12/31/2020
9. 2017 Municipal Election	Office of the City Clerk	Rec 1 - Information Technology Support	4	12/31/2020

Project Name	Department	Recommendation	Months Until Due	Due Date
10. Residential Infill Audit	Urban Form and Corporate Strategic Development	Rec 3 - Zoning Bylaw Updates	4	12/31/2020
11. Residential Infill Audit	Urban Form and Corporate Strategic Development	Rec 4 - Use of Term "Infill"	4	12/31/2020
12. Conflict of Interest Management Audit	Office of the City Manager	Rec 2 - Develop Clear Guiding Documents Tailored to Needs and Risks	5	1/31/2021
13. Conflict of Interest Management Audit	Office of the City Manager	Rec 1 - Update the Conflict of Interest Program Governance Framework	6	2/28/2021
14. Evaluated Receipt Settlement Audit	Financial and Corporate Services	Rec 1 – Design and Implement an ERS Administrative Directive	7	3/31/2021
15. Evaluated Receipt Settlement Audit	Financial and Corporate Services	Rec 2 – Perform Regularly Scheduled Operational Processes in Support of Monitoring Controls	7	3/31/2021
16. Parks and Roads Service Yard Operations Audit	City Operations	Rec 1 - Develop a Plan for Yards	10	6/30/2021
17. Communications and Engagement Department Audit	Communications and Engagement	Rec 1 - Document Position Work Tasks and Responsibilities	10	6/30/2021
18. Communications and Engagement Department Audit	Communications and Engagement	Rec 3 - Review and Communicate Services	10	6/30/2021
19. Communications and Engagement Department Audit	Communications and Engagement	Rec 5 - Increase Communication with Business Areas	10	6/30/2021
20. Information Technology – Disaster Recovery Planning	Financial and Corporate Services	Rec 1 - Fully Implement the Disaster Recovery Program	16	12/31/2021

Project Name	Department	Recommendation	Months Until Due	Due Date
21. Communications and Engagement Department Audit	Communications and Engagement	Rec 6 - Identify and Resolve Service Model Exceptions	16	12/31/2021

This project was conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*