



CITY OF HAMILTON
CITY MANAGER'S OFFICE
Audit Services Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	May 7, 2018
SUBJECT/REPORT NO:	Follow Up to Audit Report 2014-12- Planning & Economic Development – By-law Enforcement (AUD18004) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Charles Brown CPA, CA, CPA (Illinois) 905-546-2424 x4469
SUBMITTED BY:	Charles Brown CPA, CA, CPA (Illinois) Director, Audit Services City Manager's Office
SIGNATURE:	

RECOMMENDATION

That Report AUD18004, respecting the follow up of Audit Report 2014-12, Planning & Economic Development – By-law Enforcement, be received.

EXECUTIVE SUMMARY

Audit Report 2014-12 was originally issued in June 2015 and management action plans with implementation timelines were included in the Report. In January 2018, Audit Services conducted a follow up exercise to determine if appropriate and timely actions had been taken.

Of the 16 recommendations made in the original Report, one recommendation is complete, four recommendations have been initiated, three recommendations are in progress, six recommendations are not complete, one recommendation is no longer applicable and status of one recommendation could not be objectively determined. Details of implementation specific to each recommendation are included in Appendix "A" to Report AUD18004.

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: None.
Staffing: None.
Legal: None.

HISTORICAL BACKGROUND

Audit Report 2014-12, Planning & Economic Development – By-law Enforcement, was originally issued in June 2015. The Report provided sixteen recommendations to strengthen internal controls.

It is normal practice for Audit Services to conduct follow up reviews within 12-18 months following the issuance of the original Report in order to determine whether action plans committed to be department management have been implemented. This follow up audit was delayed as a result of staffing vacancies.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

- Yard Maintenance By-law (10-118)
- Property Standards By-law (10-221)
- Heat By-law (04-091)
- Vital Services By-law (09-190)

RELEVANT CONSULTATION

The results of the follow up were provided to management responsible for Planning & Economic Development – By-law Enforcement.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The report attached as Appendix “A” to Report AUD18004 contains the original report, Audit Report 2014-12, along with comments indicating Audit Services’ findings as a result of the follow up work that was performed.

ALTERNATIVES FOR CONSIDERATION

Not applicable.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Our People and Performance

Hamiltonians have a high level of trust and confidence in their City government.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report AUD18004

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.