

**AUDIT, FINANCE & ADMINISTRATION COMMITTEE OUTSTANDING  
BUSINESS**

Item	Issue	Date Action Initiated	Lead Dept./ Division	Status	Due Date
A.	10 Year Review of Medical Centre Optical – Bids, Proposals or Quotation	Feb. 17/11 AF&A Report 11-002 Item 13(b)	Corporate Services, Financial Services	Staff was directed to review the operations of 1389797 Ontario Inc. o/a Medical Centre Optical or any of its related corporate or individual entities, in the 10 <sup>th</sup> year of the bid, proposal and quotation ban, and report back to the AF&A Committee.	Early 2020
B.	Limit Agricultural Use Development	Council: May 25, 2016	Corporate Services	That staff be directed to revise the City's Development Charge (DC) By-law regarding Agricultural DC Exemptions at the next opportunity (currently forecast to be 4 <sup>th</sup> quarter 2016) and report to the AF&A Committee	<del>April 9, 2018</del> <del>January 2019</del> <b>Jan.28, 2019</b> <b>DC</b> <b>Stakeholders</b> <b>Sub-cmte</b>
C.	Outstanding Uncompleted Audit Recommendations	AF&A April 25 2016 (16-006)	City Manager's Office  Audit Services	Director of Audit Services was directed to investigate and report to AF&A on audit recommendations made to City management that have remained outstanding as to completion, at least every 6 months for those outstanding for 5 years or longer, and continue to follow-up and report back annually for all other recommendations.	Bi-annually
D.	Status of City Projects or subcontractor's work performed by Ciccarelli Contractors Inc.	Council July 8, 2016	Corporate Services  (GM of Finance)	Report to AF&A (if required)	July 8, 2021
E.	Everyone Rides Initiative Pilot Project	Council Sept 14, 2016 (PW16086)	Corporate Services (GM of Finance) – <b>NO NEED TO UPDATE</b>	GM of Finance to review audited financial statements from Operators of Hamilton Bike Share Inc. and the statements then be referred to AF&A	Report due to PW Committee Feb 5, 2018 Statements then to be referred to AF&A
F.	Review of Implementation of Renovation and/or Repairs to Parking Lot	Council Nov. 23, 2016 (Motion 7.9)	Director of Audit Services	<b>November 23, 2016</b> Report to AF&A; Direction to immediately undertake a review of implementation of the renovation and/or repairs to parking lot project at 395 Mohawk Road E;	TBD

	Project at 395 Mohawk Road East			<p><b>August 16, 2017</b></p> <p>That Report AUD17021, respecting the Audit Report 2016-08 – Review of the CityHousing Hamilton Parking Lot Project at 395 Mohawk Road East, be forwarded to the CityHousing Hamilton Board of Directors for their consideration and response to the Audit, Finance &amp; Administration Committee.</p>	
G.	Review of Procurement Policies as it relates to Hiring Local Trades	<p>Jan 18, 2017 GIC</p> <p>Jan 25, 2017 Council</p>	Finances & Corp Services	<p>That staff be directed to meet with representatives of the Hamilton-Brantford Building and Construction Trades Council and other stakeholders, to discuss:</p> <p>(a) the City's current procurement policy;</p> <p>(b) to review the procurement policies of other municipalities that now include provisions regarding hiring local trades; and,</p> <p><b>(c) to re-examine Report FCS09109(c) - Evaluation of the City of Hamilton Purchasing Program Update, which was approved by Council on December 11, 2011 (as Item 6 of the Audit, Finance &amp; Administration Committee Report 11-014), to determine if the Program requires updating and report back to the Audit, Finance &amp; Administration Committee.</b></p>	<p>Q2 2018</p> <p><b>Q4 2019</b></p>
H.	Student Accommodation Factor Benefits	<p>AF&amp;A September 11, 2017</p> <p>AF&amp;A Oct 5, 2017</p>	Finance & Corp Services	<p>That Staff report back to the Audit, Finance and Administration Committee at its next meeting respecting what the total amount available is with respect to student accommodation factor benefits, how this money is divided between each ward, as well as the cap for students and whether or not this needs to be adjusted.</p> <p>Oct 5, 2017: Report FCS17089, respecting Student Accommodation Benefit Factor – Ward Budgets, was referred back to staff to develop a calculation for student adjustments in Wards affected by post-secondary institutions, considering some full-time attendees live in particular Wards and some are transient, and that staff report back to the next Audit, Finance and Administration meeting.</p>	<p>TBD</p> <p>September 2018</p> <p><b>(Submitting "H" and "N" [below], as one Report)</b></p> <p><b>Governance Review Sub-Committee – February 14/19</b></p> <p><b>AF&amp;AC – February 21/19 (Report to merge with Item "N")</b></p>

					<b>below)</b>
I.	2017 Q1 Emergency and Non- Competitive Procurements Report (FCS17011)	Council July 14, 2017	Finance & Corp Services	That staff report back to the Audit, Finance and Administration Committee with recommendations and options in order for Councillors to comply with Policy 19 of the Procurement By-law (17-064).	Q1-2018  <b>Q4 – 2019</b>
J.	Commercial Relationship Between the City of Hamilton and M.J. Dixon Construction Ltd	April 9, 2018 AF&A – Item 9(c)	Finance and Corp Services	That staff be directed to review the operations of M.J. Dixon Construction Limited, in the 5 <sup>th</sup> year of the bid, proposal and quotation ban, and report back to the Audit, Finance & Administration Committee.	April 2023
K.	Ward- Specific Funding Initiatives - Area Rating Special Capital Re- investment Reserves, Discretionary Spending, Cell Tower and Minor Maintenance Projects funded by the Special Levy (applied to Wards 1- 8)(Formerly J)  2018 Capital Budget (Formerly K)	April 9, 2018 AF&A – Item (g)(i)(j)&(k)        AF&A November 6, 2017   Jan 22, 2018 AF&A – Item (g)(i)	Finance and Corp Services	That staff report back to the Audit, Finance & Administration Committee to provide clear criteria for each of the following: (i) Area Rating (ii) Discretionary Funding (iii) Cell Tower and Minor Maintenance  That staff report back to the Audit, Finance & Administration Committee on the history behind using social infrastructure and as a criteria for Area Rating and Discretionary Funding approval.  Staff directed to report back on options on how to regularly report regarding projects funded by the Special Levy applied to Wards 1 – 8.  That staff be directed to report back to the Audit Finance and Administration Committee with a report to: - Clarify the items referenced in Item 5.3 (being the correspondence from Viv Saunders); - Provide details on sponsorship and infrastructure capital projects spending; and - Provide recommendations to	<del>October 2018</del> December 2018  Completed: December 17 <sup>th</sup> , 2018 – AF&A

				align the policies related to: Area Rating Funding, Minor Rehabilitation Funding, and the Cell Phone Tower Funding.	
L.	Affordable housing in the Development Charges Policy Review	May 17, 2018 AF&A Item 2	Finance and Corp Services	That staff be directed to include affordable housing in the Development Charges Policy review.	January 2019 <b>Jan.28, 2019</b> <b>DC Stakeholders Sub-Committee</b>
M.	2018 United Way Funding Review	September 26, 2018 AF&A Item 8.3 & 9.2	Finance and Corp Services <b>This should be Audit</b>	(a) Report CM18020, respecting the 2018 United Way Funding Review was DEFERRED to a future Audit, Finance and Administration Committee meeting; and  (b) Report CM18020, respecting the 2018 United Way Funding Review, was left on the Outstanding Business List for the 2018 - 2022 term of Council.  Staff was directed to report back to the Audit, Finance and Administration Committee in the new term of Council respecting the feasibility of City staff payroll deductions being donated to the City Enrichment Fund Community Services Category.	
N	Councillor Ward Office Budgets and Policy and Guidelines for Eligible Expenses for Elected Officials (FCS18083(a))	December 17, 2018 AF&A Item 10.5	Finance and Corp Services	(d) That staff be directed to investigate the Geographic Factor as it relates to the new ward boundaries and report back to the Governance Review Sub-Committee.  (e) That staff be directed to review the Wards represented in the Inner-City Fund and report back to the Governance Review Sub-Committee.	<b>(Submitting "H" [above] and "N", as one Report)</b>  <b>Governance Review Sub-Committee – February 14/19</b>  <b>AF&amp;AC – February 21/19</b>