




CITY OF HAMILTON
CORPORATE SERVICES DEPARTMENT
Financial Services and Taxation Division

TO:	Chair and Members Audit, Finance and Administration Committee
COMMITTEE DATE:	January 13, 2022
SUBJECT/REPORT NO:	2021 City of Hamilton External Audit Plan (FCS22005) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Shelley Hesmer (905) 546-2424 Ext. 3020
SUBMITTED BY:	Rick Male Director, Financial Services and Taxation & Corporate Controller Corporate Services Department 
SIGNATURE:	for Rick Male

RECOMMENDATION

That Appendix "A" attached to Report FCS22005 respecting the 2021 City of Hamilton External Audit Planning prepared by KPMG be received.

EXECUTIVE SUMMARY

Council, at its meeting of September 11, 2017, approved the Audit, Finance and Administration Committee recommendation and Report FCS17073, "Appointment of External Auditor 2017-2021" wherein KPMG was selected as the City of Hamilton's (City) external auditor.

KPMG's audit approach and scope of work for the City of Hamilton and its related entities for the 2021 fiscal year is provided in their Audit Planning Report for the year ended December 31, 2021 (refer to Appendix "A" to Report FCS22005). KPMG's Audit Planning Report outlines their audit responsibilities and audit approach in accordance with Canadian generally accepted auditing standards. The audit standards focus the audit on areas where there is greater risk of misstatement. KPMG has tailored their audit of the City to several specific audit areas: including revenue recognition, deferral policies including grants, tangible capital assets, employee future benefits liability,

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.

landfill liability, investments and related income, legal and compliance matters, and operating expenses.

KPMG will be discussing the audit work required on the financial statements for the Library, Housing, and Business Improvement Areas with the respective boards or oversight bodies.

Alternatives for Consideration – None

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The 2021 external audit fees of \$215,000 are within the limits of the approved 2021 Operating Budgets for the City and the entities included in the report.

Staffing: There are no associated staffing implications.

Legal: There are no associated legal implications.

HISTORICAL BACKGROUND

KPMG, has been the provider of the City of Hamilton’s external audit services since 2012, having been the successful proponent of a 2011 Request for Proposals (RFP). In December 2016, KPMG had approached senior management with a proposed contract renewal for the next five years. Financial Services staff brought Report FCS17048 to the Audit, Finance and Administration Committee on May 08, 2017, to seek authority to negotiate with KPMG and to bring back the results of such efforts to a future Committee meeting. Report FCS17073 was presented to the Audit, Finance and Administration Committee on August 16, 2017, and provided the necessary follow-up and recommendations. Council at its meeting of September 11, 2017, approved the Audit, Finance and Administration recommendation and Report FCS17073 “Appointment of External Audit for Fiscal Years 2017 to 2021” wherein KPMG ‘s annual audit fees for the five-year period of 2017-2021 will be \$215,000 per year.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Not Applicable

RELEVANT CONSULTATION

The 2021 Audit Planning Report from KPMG and the City of Hamilton 2021 Year End Plan had been discussed with management of the City’s Departments and Board including:

- Corporate Services Department
 - General Manager of Finance and Corporate Services
 - Director of Finance Services, Taxation and Corporate Controller
 - Director of Financial Planning, Administration and Policy
 - Manager of Business Application Support, Accounts Payable and Receivable
 - Manager of Payroll and Pensions
 - Managers of Finance and Administration
 - Manager of Budgets and Fiscal Policy
- Hamilton Police Services – Chief Accountant
- Hamilton Public Library – Director of Finance and Facilities

The Finance and Administration staff of the Corporate Services Department co-ordinate the audit work with the City's operating departments and divisions.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The annual audit planning report and external audit plan provides the committee with an opportunity to review the audit approach and expectations of the audit. KPMG will be available to answer questions about their report.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement and Participation

Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.

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 FCS22005 – The City of Hamilton Audit Planning Report for the year ended December 31, 2021, as prepared by KPMG.

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