



Office of the City Auditor

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[edmonton.ca/auditor](http://edmonton.ca/auditor)



# **Office of the City Auditor**

## **Recommendation Follow-up**

### **Dashboard Report**

**As at January 26, 2018**

The Office of the City Auditor conducted this  
project in accordance with the  
*International Standards for the  
Professional Practice of Internal Auditing*

## Office of the City Auditor Recommendation Follow-up Dashboard Report As at January 26, 2018

As at January 26, 2018 the administration has 23 recommendations from the Office of the City Auditor that are outstanding. Based on the implementation dates provided by the administration, 14 of these recommendations are not yet due and 9 are overdue.

In the period since our last report (November 14, 2017) the administration has closed the following 16 recommendations:

*Sixteen  
recommendations  
closed*

Project # and Name	Department	Recommendation
1. 15396 - Neighbourhood Renewal	Integrated Infrastructure Services	Rec 3 - Public Communications Improvements
2. 16404 - Utilities Infrastructure Audit	Integrated Infrastructure Services	Rec 1 - Overtime Use and Monitoring Guidelines
3. 16412 - Employee Business Expense Audit	Financial and Corporate Services	Rec 1 - Review, Update, and Enforce Directive and Procedures
4. 16412 - Employee Business Expense Audit	Financial and Corporate Services	Rec 2 - Travel Coordinator Use and Training
5. 16412 - Employee Business Expense Audit	Financial and Corporate Services	Rec 3 - Track Employee Travel Corporately
6. 16413 - Façade Improvement and Development Incentive Programs Review	Regional and Economic Development	Rec 1 - Façade Improvement Program Policy and Development Incentive Program Policy Improvements
7. 16417 - Competitive Procurement Evaluation Process Audit	Financial and Corporate Services	Rec 2 - Tender Price and Evaluation Pricing
8. 16417 - Competitive Procurement Evaluation Process Audit	Financial and Corporate Services	Rec 3 - Evaluation Plan
9. 16417 - Competitive Procurement Evaluation Process Audit	Financial and Corporate Services	Rec 4 - Documentation of Addenda
10. 16417 - Competitive Procurement Evaluation Process Audit	Financial and Corporate Services	Rec 5 - Tender Open Period
11. 16417 - Competitive Procurement Evaluation Process Audit	Financial and Corporate Services	Rec 6 - Insufficient Bid Response to Tenders

12. 16417 - Competitive Procurement Evaluation Process Audit	Financial and Corporate Services	Rec 7 - Documentation of Mandatory Requirements
13. 16417 - Competitive Procurement Evaluation Process Audit	Financial and Corporate Services	Rec 8 - Documentation of Bid Evaluations
14. 17420 - Continuous Auditing - Vendor Master File Audit	Financial and Corporate Services	Rec 1 - Revise policies, procedures, and work instructions
15. 17421 - Pedestrian Crosswalks	City Operations	Rec 2 - Guidelines for New Types of Pedestrian Crosswalk Devices
16. 17421 - Pedestrian Crosswalks	City Operations	Rec 4 - Pedestrian Crosswalk Monitoring and Evaluation

The following tables contain the outstanding recommendations listed in the following categories:

Colour	Category	# of Recommendations
Red	More than one year overdue	0
Yellow	Less than one year overdue	9
Green	Not yet due	14

Nine  
recommendations  
outstanding

<b>Recommendations less than one year overdue</b>					
	<b>Project # and Name</b>	<b>Department</b>	<b>Recommendation</b>	<b>Months Overdue</b>	<b>Revised Due Date</b>
1.	16406 - Sand Recycling Audit	City Operations	Rec 1 - Winter Street Sand Recycling and Mixing Program Review	7	2/28/2018
2.	16413 - Facade Improvement and Development Incentive Programs Review	Regional and Economic Development	Rec 2 - Improve Grant Program Monitoring	4	3/31/2018
3.	16406 - Sand Recycling Audit	City Operations	Rec 2 - Performance Management System	3	3/31/2018
4.	16406 - Sand Recycling Audit	City Operations	Rec 3 - Quality Assurance on Contract Content	3	3/31/2018
5.	16406 - Sand Recycling Audit	City Operations	Rec 4 - Program Management and Oversight	3	3/31/2018
6.	17420 - Continuous Auditing - Vendor Master File Audit	Financial and Corporate Services	Rec 3 - Vendor Master File Clean Up	2	6/30/2018
7.	15391 - Bus and LRT Review	City Operations	Rec 3 - Transit Funding and Fares	1	
8.	17420 - Continuous Auditing - Vendor Master File Audit	Financial and Corporate Services	Rec 2 - Confirmation of addition or change to vendor	1	6/30/2018
9.	17420 - Continuous Auditing - Vendor Master File Audit	Financial and Corporate Services	Rec 4 - Vendor Master File Monitoring	1	6/30/2018

Fourteen  
recommendations  
not yet due

<b>Recommendations not due</b>					
	<b>Project # and Name</b>	<b>Department</b>	<b>Recommendation</b>	<b>Months Until Due</b>	<b>Due Date</b>
1.	16415 - POSSE System Review	Urban Form and Corporate Strategic Services	Rec 2 - Determine the Value and Total Cost of POSSE	1	2/28/2018
2.	16417 - Competitive Procurement Evaluation Process Audit	Financial and Corporate Services	Rec 1 - Identification of Mandatory Requirements	2	3/31/2018
3.	16412 - Employee Business Expense Audit	Financial and Corporate Services	Rec 4 - Examine Improvement Opportunities	5	6/30/2018

Fourteen  
recommendations  
not yet due

<b>Recommendations not due</b>					
<b>Project # and Name</b>	<b>Department</b>	<b>Recommendation</b>	<b>Months Until Due</b>	<b>Due Date</b>	
4. 17421 - Pedestrian Crosswalks	City Operations	Rec 3 - Pedestrian Crosswalks Construction Standards	5	6/30/2018	
5. 17422 - Corporate Culture	Office of the City Manager	Rec 2 - Identify and Formalize Corporate Culture Office Governance Structure and Conduct Outreach	8	9/30/2018	
6. 17428 - City Pesticide Use Audit	City Operations	Rec 2 - Compliance with Regulations	8	9/30/2018	
7. 16411 - Edmonton Police Service Staffing Audit	Edmonton Police Services	Rec 1 - Assess patrol staffing models	11	12/31/2018	
8. 16411 - Edmonton Police Service Staffing Audit	Edmonton Police Services	Rec 2 - Improve patrol staffing model data reliability and accuracy	11	12/31/2018	
9. 16411 - Edmonton Police Service Staffing Audit	Edmonton Police Services	Rec 3 - Reduce patrol constable self-deployment	11	12/31/2018	
10. 16411 - Edmonton Police Service Staffing Audit	Edmonton Police Services	Rec 4 - Investigative Support Bureau staffing process	11	12/31/2018	
11. 16411 - Edmonton Police Service Staffing Audit	Edmonton Police Services	Rec 5 - Funding Formula Clarity	11	12/31/2018	
12. 17422 - Corporate Culture	Office of the City Manager	Rec 1 - Address Perceptions in Corporate Transformation	11	12/31/2018	
13. 17428 - City Pesticide Use Audit	City Operations	Rec 3 - Public Communications	14	3/31/2019	
14. 17428 - City Pesticide Use Audit	City Operations	Rec 1 - Integrated Pest Management Policy Update	17	6/30/2019	