



Item.....
Meeting..... 2012 Apr 16

COUNCIL REPORT

TO: MEMBERS OF COUNCIL **DATE:** 2012 April 16

FROM: MAYOR DEREK R. CORRIGAN **FILE:** 2410-00
Reference: Audit Committee

SUBJECT: CITY OF BURNABY AUDIT COMMITTEE

PURPOSE: To establish an Audit Committee and appoint members of Council to Committee.

RECOMMENDATIONS:

1. **THAT** Council approve a bylaw to be brought down to establish an Audit Committee of Council.
2. **THAT** the Audit Committee members be appointed as outlined in this report.
3. **THAT** the first meeting of the Audit Committee be held 2012 April 25 at 5:30 p.m. in the Council Committee Room.

REPORT

The following report outlines, for Council's consideration, the establishment of an Audit Committee. The Community Charter, section 154 provides Council with the authority through bylaw, to establish (under section 170) an Audit Committee to be comprised of Council members.

As a municipal best practice, the Government Finance Officers Association recommends the creation of an Audit Committee for local municipalities with the purpose of overseeing the work of the external auditors. This oversight is to enhance the credibility and reliability of financial reporting while helping to ensure the independence of the external auditors.

As reported by the Director Finance in a 2012 February 01 report to the Finance & Civic Development Committee, it is feasible and advisable for the creation of an Audit Committee at the City of Burnaby. The Committee would assist City Council in fulfilling its oversight responsibilities and supports the principle that the financial and administrative functions of the City of Burnaby are accountable to Council who are the representatives of the taxpayers of Burnaby. The roles and responsibilities to be assumed by the committee would include maintaining an oversight role in detailed matters relating to corporate financial statements, audit processes, financial internal controls and reporting.

To: *Members of Council*
From: *Mayor Derek R. Corrigan*
Re: *City of Burnaby Audit Committee*
2012 April 16..... Page 2

If Council is in support of the establishment of an Audit Committee, it is recommended that a regulatory bylaw be brought down to establish an Audit Committee for the City of Burnaby. It is also recommended that the Audit Committee members be the Mayor, Derek R. Corrigan and the members of the Finance & Civic Development Committee:

Chair	Councillor Dan Johnston
Vice Chair	Councillor Colleen Jordan
Member	Councillor Paul McDonell

and that the first meeting of the Audit Committee be held Wednesday, 2012 April 25 at 5:30 p.m. in the Council Committee Room. Staff resourcing to the Committee will include the City Manager, Director Finance and the Senior Internal Auditor as well as administrative support from the Office of the City Clerk.

Respectfully submitted,

Derek R. Corrigan
MAYOR

DJ:FL /ml

Copied to: City Manager
Director Finance
Senior Internal Auditor
City Solicitor
Acting City Clerk