



June 23, 2011

City of Saskatoon – City Clerk’s Office
Attention: Secretary – Audit Committee
222-3rd Avenue North
Saskatoon, Saskatchewan S7K 0J5

Internal Audit Plan – 2010-2014

The Internal Audit Services Agreement (the Agreement) between the City of Saskatoon and Garman, Weimer & Associates Ltd. includes provision to provide 1,400 direct internal audit project hours per year and requires the development of a Corporate Audit Plan for the approval of the Audit Committee.

The attached Corporate Audit Plan was developed based on the provisions contained in the Agreement which only provides for the performance of financial system audits.

In order to assess the relative importance of potential audit areas and to objectively develop the Corporate Audit Plan, we undertook a formalized organization-wide financial system risk assessment as described in our February 2009 proposal for the provision of internal audit services.

Our intent is to have a Corporate Audit Plan that provides direction for the internal audit function but that is also flexible in allowing for the addition, deletion and substitution of projects based on changes in risk factors or at the request of the Administration or Audit Committee. Amendments to the Corporate Audit Plan will be tabled with the Audit Committee for approval and will be updated on annual basis.

At its meeting on June 22, 2011, the Audit Committee approved the year 2011 in the attached Corporate Audit Plan.

Respectfully submitted,

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Attachments: A – City of Saskatoon Corporate Audit Plan – Financial System Audits

Attachment A: City of Saskatoon Corporate Audit Plan – Financial System Audits

Auditable Unit	Audit Type	Dept/Board	2011	2012	2013
Follow-up 2009	Follow Up	AC	40	0	0
Follow-up 2010	Follow Up	AC	25	0	0
Follow-up 2011	Follow Up	AC	60	50	50
Federal/Provincial Grant Audits - 2010	Other	CS	50	0	0
Safeguarding Civic Facilities - Physical Access	Other	IS	125	0	0
Vehicles & Equipment	Payroll	IS	150	0	0
Saskatoon Light & Power	Payroll	US	175	0	0
Administration of City Grants - Leisure Services	Other	CY	125	0	0
Transit	Revenue	US	225	0	0
CUC Payroll	Payroll	CUC	225	0	0
Ticket Sales	Revenue	TCU	175	0	0
Land Branch Lease/Rental	Revenue	CY	125	0	0
Follow-up 2012	Follow Up	AC	0	125	0
Facilities - Ave P	Payroll	IS	0	175	0
Corporate Payroll	Payroll	CS	0	350	0
Sundry Accounts Receivable (SAR)	Revenue	CS	0	225	0
Mendel Art Gallery	Payroll	MAG	0	225	0
CUC Revenue	Revenue	CUC	0	250	0
Follow-up 2013	Follow Up	AC	0	0	125
TCU Place	Payroll	TCU	0	0	225
Cashier System	Revenue	CS	0	0	225
Parking Meter/Hooding/Permits	Revenue	IS	0	0	225
Point of Sale	Revenue	CY	0	0	225
Vehicles & Equipment	Inventory	IS	0	0	125
Event Contract Management and Compliance	Revenue	CUC	0	0	125
Golf Lounge	Inventory	CY	0	0	150
To Be Determined	Other	AC	0	0	20
Audit Hours Allocated			1500	1400	1495
Prior Years Unallocated Audit Hours Carried Forward under/(over)			195		
Audit Hours Required			1400	1400	1400
Audit Hours under/(over)			95	0	-95
Cumulative Hours under/(over)				0	