



REPORT TO COUNCIL
AUDITOR GENERAL COMMITTEE MINUTES
DECEMBER 16, 2022

A meeting of the Auditor General Committee was held on Friday, December 16, 2022, at 9:31 am, in the Council Chamber, Third Floor, City Hall. This Committee meeting was convened by electronic means as authorized in Part 14 of the *Procedure By-law*.

PRESENT: Councillor Pete Fry, Chair
Councillor Christine Boyle, Vice Chair
Councillor Lisa Dominato
Councillor Sarah Kirby-Yung
Councillor Brian Montague
Archie G. Johnston, External Representative

ABSENT: Karen Keilty, External Representative

ALSO PRESENT: Mike Macdonell, Auditor General

CITY CLERK'S OFFICE: Tina Penney, Deputy City Clerk
Cassia Nasralla, Meeting Coordinator

WELCOME

The Chair acknowledged we are on the unceded homelands of the Musqueam, Squamish, and Tsleil-Waututh People. We thank them for having cared for this land and look forward to working with them in partnership as we continue to build this great city together.

The Chair also recognized the immense contributions of the City of Vancouver's staff who work hard every day to help make our city an incredible place to live, work, and play.

1. Amendments to City of Vancouver Policies

The Auditor General presented the item and provided an overview of the report.

MOVED by Councillor Dominato
THAT the Committee recommend to Council

THAT the Auditor General Committee recommend to Council that the following policy changes be approved:

	Policy Number	Policy Title	Sections At Issue	Notes
1	ADMIN-026	<u>Travel</u>	Section 3.1, 10.3	Section 3.1 – <i>section references approval for eligible expenditures/receipts. Add: Office of Auditor General Staff - by Auditor General</i> Section 10.3 - <i>section references form submission process. Add: Office of the Auditor General and Staff – Central Accounts Payable – Corporate Services</i>
2	AF-010-01 <i>(policy number will be updated to ADMIN 054)</i>	<u>Corporate Purchasing Cards</u>	Section 2.1, 2.2	<i>Section 2.1 Table (references Card approving Authority/Issuing Authority) add: Cardholder – Office of the Auditor General Staff Issuing Authority- Auditor General</i> <i>Section 2.2 Table (references Expenditure Authorization). Add: Card Expenditures – Office of the Auditor General- Staff Approving Authority- Auditor General</i>
3	ADMIN-018	<u>Financial Spending Authority</u>	Definitions (b), p.3	<i>Section (b) Definitions of Department Head to include Auditor General</i>

CARRIED UNANIMOUSLY (Vote No. 08930)

2. Office of the Auditor General 2023 Budget Request

The Auditor General provided a presentation and responded to questions.

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During questions to staff, it was

MOVED by Councilor Kirby-Young

THAT for the Committee be permitted a second round of questions to staff.

CARRIED UNANIMOUSLY

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MOVED by Councillor Montague
THAT the Committee recommend to Council

THAT the Auditor General Committee endorse the Auditor General's 2023 budget request of \$2,005,000 to fund operations of the Office of the Auditor General for 2023;

FURTHER THAT the endorsement be recommended to Council for approval.

CARRIED UNANIMOUSLY (Vote No. 08931)

3. COMMS: Auditor General Committee 2023 Meeting Plan

The Auditor General provided a brief introduction and responded to questions.

MOVED by Councillor Kirby-Yung
THAT the Committee recommend to Council

THAT the Auditor General Committee meetings be held on the following Thursdays (except when noted), commencing at 9:30 am, in order to discuss the proposed topics:

Proposed Meeting Dates:	Proposed Topics:
February 2, 2023	1. 2022 Annual Report 2. 2023 Report #1 – Building Permit Fees 3. <i>In camera – Vancouver Charter s 165.2(1), matters related to (c) labour relations or other employee relations</i>
March 2, 2023	1. 2023 Report #2 – Office Furniture Purchases
May 15, 2023 (Monday)	1. 2023 Report #3 – Permitting Program Cost Recovery Model
June 1, 2023	Placeholder
July 6, 2023	Placeholder
October 5, 2023	1. 2024 OAG Budget Request
November 2, 2023	Placeholder
December 7, 2023	1. Follow-up on Previous Recommendations – December 2023 2. Auditor General Committee 2024 Meeting Schedule

FURTHER THAT the Auditor General Committee placeholder meeting dates may be cancelled at the discretion of the Auditor General, in consultation with the Chair.

CARRIED UNANIMOUSLY (Vote No. 08932)

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ADJOURNMENT

MOVED by Councillor Boyle

 THAT the meeting be adjourned.

CARRIED UNANIMOUSLY

The Special Council adjourned at 10:05 am.

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