



## **Toronto Catholic District School Board**

### **Status Update for Audit Committee**

**November 2019**

## **Audit Plan Update:**

The following is the status of engagements included in the Toronto Catholic District School Board's 2018-19 Regional Internal Audit Plan.

#	Audits	Status
1	IT Asset Management	<p>To assess whether the Board is adequately managing its IT assets. For this audit, the following types of IT assets are being reviewed:</p> <ul style="list-style-type: none"> <li>• Laptops / Desktops</li> <li>• Mobile devices (i.e. iPads and Chromebooks)</li> <li>• Printers</li> <li>• Audio visual equipment (i.e. large format displays and projectors)</li> </ul> <p>The draft audit report was provided to management for review and comment on October 29<sup>th</sup>.</p>
2	Records Management	<p>The main objective for this engagement is to determine whether the Board's records are adequately managed from the creation of a record through to destruction of a record that is no longer required to be kept. Engagement was outsourced to KPMG.</p> <p>The draft report is with Management for their review and comment. Additional time is required, as the response needs to be coordinated between HR, Legal and IT.</p>

#	Audits	Status
3	Payroll/Human Resources Follow Up	<p>The objective of this engagement is to follow up on findings identified in the Payroll/Human Resources Audit Report that was issued in 2016 and determine whether management has implemented appropriate processes and controls to address these findings.</p> <p>Additional information was requested from management. Once received, fieldwork for this follow-up will begin.</p>
4	Risk Assessment / Three-Year Internal Audit Plan	The risk assessment and three-year internal audit plan was presented to the Audit Committee in September 2019.

The following is the status of engagements included in the Toronto Catholic District School Board's 2019-20 Regional Internal Audit Plan.

#	Audits	Status
1	Strategic Workforce Planning - Phase 1	<p>Multiphase engagement to assist the Board with ensuring the right skill sets and staffing resources are in place. Key position review and other analysis as needed (i.e. job description and performance review processes).</p> <p>Timing of this engagement will be determined once all audit plans for the region have been finalized.</p>
2	Usage of Schools Analysis	<p>Analyze to identify optimal use of schools over the summer months. Analyze key data (i.e. cost vs. revenue). Assess current processes and controls and identify opportunities for greater efficiency and cost savings.</p> <p>Timing of this engagement will be determined once all audit plans for the region have been finalized.</p>
3	Follow-up	<p>The RIAT is currently compiling a list of audit findings from all RIAT reports issued to the Board. Once completed, the RIAT will confirm the status of these findings with management. Follow-up work will be undertaken where management has indicated that all action plans for an engagement have been implemented.</p>