



INTERNAL AUDIT TEAM

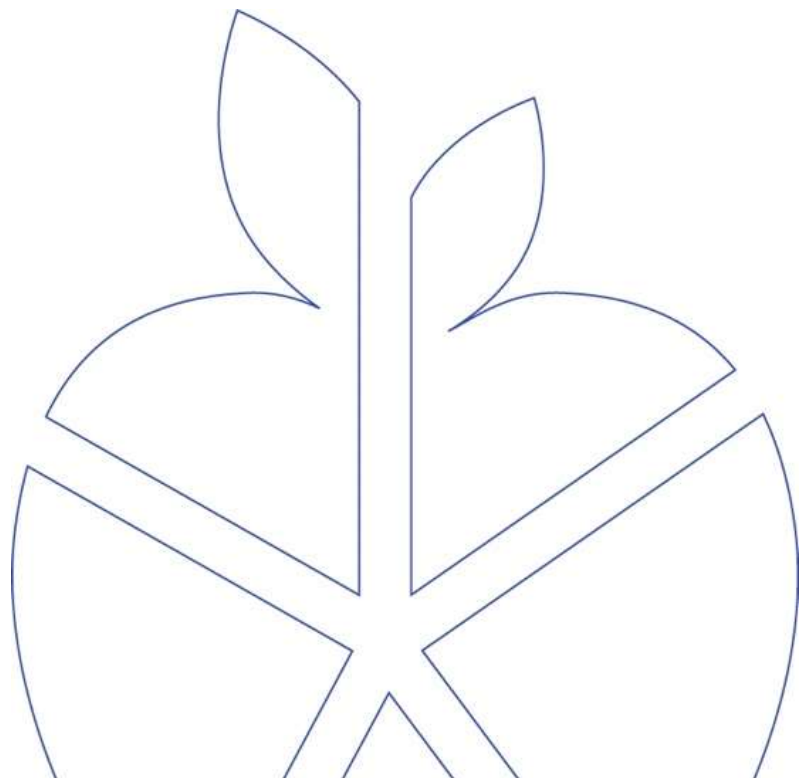
Toronto and Area Region

Status Update on Previous RIAT Findings: March 2021

Toronto Catholic District School Board

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Introduction & Purpose

At the conclusion of each Regional Internal Audit Team (RIAT) engagement, a report is provided outlining the engagement findings. Each finding includes the RIAT observation and recommendation, as well as management's response outlining the action planned to mitigate the risk. The action plan typically includes the expected timing and position responsible for implementation.

The purpose of this report is to provide the Audit Committee with an update on the status of management's action plans from completed audit reports, in order to comply with the Institute of Internal Auditors' *International Standards for the Professional Practice of Internal Auditing*¹. This report will also identify potential follow-up engagements for the 2020-21 fiscal year.

While management is ultimately responsible to implement and monitor the status of management action plans, internal audit standards require the RIAT to establish and maintain a system to monitor the progress toward implementing the action plans. Communicating this information to the Audit Committee allows members to become aware of any unmitigated risks.

Process to Obtain Status Updates

The RIAT compiled a register of audit findings from all RIAT reports issued to the Board up to August 31, 2020. In total, there have been 75 findings issued through 12 RIAT reports (excludes the Attendance Support Data Visualization Tool consulting engagement). An update on the implementation of management's action plan for each finding was requested from management, except for findings where:

- The RIAT had already been informed that the action plan was implemented, either through a follow-up engagement or through management's original response to the finding. To date, the RIAT has completed follow-up engagements on three audits (Repairs & Maintenance; Budget Development and Management; and HR/Payroll).
- A follow-up engagement was recently completed (Human Resources and Payroll – issued in March 2020).
- Implementation was not expected to occur until after August 31, 2020.

Management responded to this request by providing a summary of the action taken to date.

Through management's update, a status was attached to each finding. Refer to the chart below for the status types, description and number of findings under each category. The RIAT did not validate any of management's status updates provided through this exercise (to be done through future follow-up engagements).

¹ Institute of Internal Auditors. (2017). *Monitoring Progress* (Standard No. 2500). "The chief audit executive must establish and maintain a system to monitor the disposition of results communicated to management."

Status	# of Findings	Definition
Open	2	Findings relate to the Human Resources & Payroll Follow Up engagement, presented at the June 2020 Audit Committee meeting. To allow management additional time to act on these findings, no status update was requested at this time. To be followed up in 2022.
On Hold	2	The target implementation date of management's action plan has been reached, but progress has been placed on hold due to events such as the pandemic, collective bargaining, etc. To be followed up in 2022.
In Progress	16	The target implementation date of management's action plan has been reached. Progress has been made toward implementation, but not fully implemented. To be followed up in 2022.
Closed - Management Assertion	30	Management's status update indicates that the action plan has been implemented. However, the action taken has not been validated by RIAT (i.e. through a follow up engagement). The RIAT may validate as part of future follow-up activities.
Closed - RIAT Validated	10	RIAT has validated, through a follow-up engagement, that management has implemented the action plan designed to mitigate the risk. No further action required.
No Longer Relevant	15	Management has stated that the finding is no longer relevant due to a change in direction, system, priority, etc. No further follow up required.

Results

Refer to Appendix A for the findings register. The register contains a summary page, as well as a section for each audit that lists all findings. Information provided for each finding includes relevant details populated by the RIAT, as well as management's status update.

The RIAT would like to thank management for their support and assistance during this process.

Next Steps

During the 2021-22 fiscal year, the RIAT will add to the findings register the reports issued in 2020-21 and re-circulate the register for updates, where necessary (e.g. on new findings or where the current update shows management action is currently on hold or in progress).

A report outlining management's progress toward implementing action plans since the current report will be presented to the Audit Committee in 2021-22.

Based on the status updates received, the Broader Public Sector Procurement and Expense Compliance Review; Budget Development and Management audit (one finding reported as in-progress in the most recent follow-up); and IT Strategy Review (three relevant findings) have been identified as potential follow-up engagements for 2020-21 and 2021-22.

The RIAT will work with management to schedule future follow-up work.

Limitations on use of Report

This report is intended primarily for the information and use of the Toronto Catholic District School Board's Audit Committee and should not be provided to any other party without the consent of the Senior Manager, Regional Internal Audit, Toronto and Area Region.

As noted above, the status updates provided by management have not been subject to any validation by the RIAT.