

# Council





**OVERVIEW:**

The Audit Committee is aligned with the Council Priority of a well-run city. The Audit Committee is a committee of City Council and has responsibility for overseeing the integrity of, and reviews, the annual financial statements; The City’s internal control processes; and The City’s integrated risk management. The Audit Committee also oversees the Whistle Blower Program through the City Auditor’s Office. The City Auditor’s Office reports through Audit Committee to City Council.

The Audit Committee oversees the performance of the City Auditor and the External Auditor.

The Audit Committee coordinates its governance responsibilities with the audit committees of The City’s major autonomous civic entities and is expected to be involved in a broader governance role.

<b>Program 835 (\$ 000s)</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 (Total Budget as of June 30)</b>	<b>2015 Budget Total</b>	<b>2016 Budget Total</b>	<b>2017 Budget Total</b>	<b>2018 Budget Total</b>
<i>Expenditures</i>	607	783	808	812	816	820	824
<i>Recovery</i>	(105)	(112)	(76)	(76)	(76)	(76)	(76)
<i>Revenue</i>	0	0	0	0	0	0	0
<i>Net</i>	502	671	732	736	740	744	748
<i>FTE</i>	1.0	1.0	1.0	1.0	1.0	1.0	1.0

**KEY CHANGES AND CHALLENGES**

1. A change in personnel requiring the Audit Committee to implement its recruitment process; and
2. Audit fees and costs that are in addition to the external auditor’s annual audit plan.



**OVERVIEW:**

The City Auditor’s Office (CAO) is aligned with the Council Priority of a well-run city. The CAO is independent of Administration and assists Council in its oversight of the City Manager’s administration and accountability for stewardship over public funds and achievement of value for money in City operations. This service is accomplished through the efficient delivery of risk-based audits and the management of a robust Whistle-Blower program.

In order to effectively deliver these services the following components are required:

- Salaries and training for professional staff
- Contract auditors to provide subject matter expertise
- Annual software licences for audit work paper tools, data mining software, and web-based whistle-blower intake system

<b>Program 790 (\$ 000s)</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 (Total Budget as of June 30)</b>	<b>2015 Budget Total</b>	<b>2016 Budget Total</b>	<b>2017 Budget Total</b>	<b>2018 Budget Total</b>
<i>Expenditures</i>	1,709	1,846	2,312	2,324	2,336	2,348	2,361
<i>Recovery</i>	0	0	0	0	0	0	0
<i>Revenue</i>	0	0	0	0	0	0	0
<i>Net</i>	1,709	1,846	2,312	2,324	2,336	2,348	2,361
<i>FTE</i>	14.0	14.0	14.0	14.0	14.0	14.0	14.0

**KEY CHANGES AND CHALLENGES:**

1. High turnover within CAO (29 staff since 2005).
2. Increased need to conduct whistle-blower investigations utilizing resources within CAO.
3. Opportunity to increase coverage with the investment in data analytics and use of automated reporting tools reducing turnover time in delivery of final audit reports.
4. Opportunity to launch a secondment program which would bring in-house technical expertise (engineering/project managers) at less cost than utilizing contract auditors.



**OVERVIEW**

The Mayor of Calgary is the only member of City Council elected by all voters in Calgary and is the primary representative to the community, other orders of government, and the public at large. The Mayor chairs meetings of Council and certain committees of Council. The Mayor is a member of all Council committees and represents The City on certain outside boards.

To support the Mayor in his duties, Council provides the Mayor with a budget for his office. The key functions provided by the Office of the Mayor include:

- Reception and administration
- Scheduling and logistics
- Communication
- Research and policy development
- Government relations
- Community relations
- Special projects

The special projects that currently reside in the Office of the Mayor include:

- Transforming Government
- Cut Red Tape
- 3 Things for Calgary
- Mayor Nenshi’s Walk Challenge

<b>Program 834 (\$ 000s)</b>	<b>2012 Actual</b>	<b>2013 Actual</b>	<b>2014 (Total Budget as at June 30)</b>	<b>2015 Budget Total</b>	<b>2016 Budget Total</b>	<b>2017 Budget Total</b>	<b>2018 Budget Total</b>
<i>Expenditures</i>	1,669	1,668	1,836	1,845	1,854	1,864	1,874
<i>Recovery</i>	(102)	0	0	0	0	0	0
<i>Revenue</i>	(1)	(4)	0	0	0	0	0
<i>Net</i>	1,565	1,663	1,836	1,845	1,854	1,864	1,874
<i>FTE</i>	10.0	10.0	10.0	10.0	10.0	10.0	10.0



## COUNCIL: Office Of The Councillors

### OVERVIEW:

This program supports the individuals elected as Councillors to govern The City of Calgary and assist them in representing their constituents.

- Councillors, as Members of Council, set policies and budgets to guide the Administration of The City of Calgary.
- Councillors each individually also represent the interests of their constituents to both Council and the Administration.

The primary means of support to Council provided by the program are:

- The salaries and benefits of Councillors.
- A Ward budget for each Councillor that provides funding for the equivalent of two full time Assistants and for expenses incurred in the execution of the duties of office as provided for by Council policy.
- Shared office staff (7 FTE) to support the Councillors and their Assistants through the provision of office services such as reception, secretarial, payroll, benefits administration, expense processing, training, supplies procurement, etc.
- IT equipment and support.
- Provision of office supplies and materials.

The primary purpose of the program is to facilitate communication of Councillors with citizens and with City administration.

### KEY CHANGES AND CHALLENGES:

Growth is putting considerable stress on the ability of Councillors to adequately serve their constituents. Anticipated growth over this budget cycle will exacerbate this situation.

Calgary has been served by 14 Councillors since 1976. In 1976 the population was 470,040 whereas the 2014 civic census reports a population of 1,195,194. An increase of 154 per cent. Over the years these growth demands have been met by increasing staff resources available to Councillors. The last such increase in staff resources was in 2005.



## COUNCIL: Office Of The Councillors

For Council Approval

An investigation is currently being conducted to determine the extent of additional wards and/or staff resources to be added. Anticipated costs of these additional resources are included in this budget cycle to occur prior to the next General Municipal Election in October 2017. There are both capital and operating components to the proposed increase.

The Office of the Councillors will directly contribute to Council Priorities for 2015 – 2018 as follows:

- With respect to the Priority of a city of inspiring neighbourhoods through the role Councillors and their staff play in dialogue and consultation with Community Associations which informs Councillors collaboration with Administration and their representations to Council on behalf of Community Associations.
- Supporting the Priority of a well run-city through the efforts of Councillors and their staff in collaborating and engaging with citizens to encourage participation in City decision making and in communicating the reasons for decisions.
- Supporting the Priority of a prosperous, connected and global city through the efforts of Councillors and their staff in facilitating communication with civic, business, (particularly BRZs) and community partners to collaborate and attract local and global investment.

Program 836 (\$ 000s)	2012 Actual	2013 Actual	2014 (Total Budget as at June 30)	2015 Budget Total	2016 Budget Total	2017 Budget Total	2018 Budget Total
<i>Expenditures</i>	5,893	6,231	6,994	7,016	7,052	7,101	7,139
<i>Recovery</i>	0	0	0	0	0	0	0
<i>Revenue</i>	(2)	(15)	0	0	0	0	0
<i>Net</i>	5,891	6,216	6,994	7,016	7,052	7,101	7,139
<i>FTE</i>	36.0	36.0	36.0	36.0	36.0	36.0	36.0

A prosperous city

A city of inspiring neighbourhoods

A city that moves

A healthy and green city

A well-run city

# COUNCIL: Office Of The Councillors

For Council Approval

## Office of the Councillors

### Proposed Capital Projects Requiring Approval (\$000s)

Program-Project	Project Description	Type	Cat.	Prev. Approved Budget up to 2014	Prev. Approved Budget for Future Years	New Budget Request	2015	2016	2017	2018	2019+	(2015-2019)
799-321	City Councillors	G	C			3,525	600	2,000	925			3,525
<b>Total Program 799 : City Councillors</b>				-	-	3,525	600	2,000	925	-	-	3,525
				-	-	3,525	600	2,000	925	-	-	3,525

Note:

Type: M=Maintenance/Replacement, U=Upgrade, G=Growth, S=Service Change

Category: A=Project in Progress, C=New Project, O1=2015-2018 Operating Cost, O2=2019 and beyond Operating Cost

### Funding For Capital Projects

Pay-As-You-Go	600	2,000	925	-	-	3,525
<b>Total Funding</b>	<b>600</b>	<b>2,000</b>	<b>925</b>	<b>-</b>	<b>-</b>	<b>3,525</b>

### Explanation of Budget Requests

#### Project 799-321: City Councillors

**New Budget Request** of \$3.525 million for office renovations of the existing space. There is currently a review being undertaken regarding the number of Councillors. The proposed capital budget represents estimates for renovations to City Hall and Council Chamber in the event additional Councillors are added. If additional Councillors are not added, it is likely additional staff for Councillors will be added which would require the City Hall renovations portion of the proposed budget to accommodate. Funding from Pay-As-You-Go.

**Operating Impact of Capital:** None.

