



# City Manager's Office

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## MEMORANDUM

**DATE:** July 21, 2022

**TO:** Mayor and City Council

**THROUGH:** Doug Thornley, City Manager **Approved Electronically**

**FROM:** Emily E. Kidd, CIA, CFE, CGAP, Internal Auditor

**SUBJECT:** **Annual Internal Audit Plan**

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Internal Audit conducts annual risk assessments of City departments, activities, and processes to aid in the development of the audit plan. Input was requested from management, the Financial Advisory Board (acting audit committee), and City Council and was considered during the plan development as required by *IIA Standard No. 2010*. Note the following performance audits are planned for Fiscal Year 2022/23:

- 23-01 Civil Service
- 23-02 RPD CBA RPSEAE-S, Article 21
- 23-03 Boards & Commissions
- 23-04 Software Inventory
- 23-05 Donations – Boards and Council

The performance audits above are to be completed by in-house resources within the City's Internal Audit program. An additional, external audit has been budgeted for FY 22/23 and will be conducted by a contracted professional service provider and managed by Internal Audit for the following City program:

- 2023-01E Payroll