City of Winnipeg – Audit Department

Implementation of Audit Recommendations Quarterly Report 2026 Quarter 1

For more information visit:
Winnipeg.ca/audit

Implementation of Audit Recommendations Report - Summary

Audit recommendations

Once an Audit is complete, the next step is the implementation of the audit recommendations. The Audit Department provides a list of the audit recommendations to the Public Service Director of the department that was audited. The Public Service prepares an action plan and target date for implementation of the recommendation, this is included in the Audit report. The implementation of the audit recommendations is the responsibility of the Public Service.

On a quarterly basis the Public Service provides status updates for all audit recommendations. Documentation supporting progress is reviewed by the Audit Department for confirmation. If the Public Service indicates that a recommendation will not be implemented, residual risk is identified and discussed with the Department Director.

After presentation to the Audit Committee these reports are posted at:
https://legacy.winnipeg.ca/audit/reports.stm#tab-QuarterlyReports

This report summarizes the status of Implementation of Audit Recommendations for the period ending March 31, 2026:

- the number of recommendations implemented to date
- the number of recommendations that will not be implemented
- the number of recommendations currently in progress and the target date for implementation
- the recommendations confirmed as implemented in the current quarter
- the number of recommendations targeted for implementation in current quarter with revised target dates

Implementation of recommendation status at March 31, 2026

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	Number of Recommendations				
Report	**Total**	**Recommendations implemented**	**Recommendations in progress**	**Not to be implemented**	**Percent complete**
New report for this quarter Affordable Housing Initiative – Housing Accelerator Fund – September 2025	11	4	7		37%
New report for this quarter Affordable Housing Initiatives – Rapid Housing Initiative – September 2025	8	3	5		38%
Automatic Vehicle Locator Investigation - June 2021	6	5	1		83%
By-Law Amalgamation Audit – June 2018	11	7	4		63%
Fleet Management Agency Audit - June 2022	10	7	3		70%
North End Sewage Treatment Plant Upgrade Project Audit - December 2024	44	19	25		43%
Stores Audit – October 2022	3	1	2		33%
Workforce Management Audit – June 2024	13	12	1		92%
Total	106	58	48		55%

Target dates for implementation of recommendations in progress

	Number of Recommendations			
Report	**2026 Qtr 2**	**2026 Qtr 3**	**2026 Qtr 4**	**2027 Qtr 1 & beyond**
Affordable Housing Initiative - Housing Accelerator Fund – September 2025	7			
Affordable Housing Initiatives – Rapid Housing Initiative – September 2025	2	3		
Automatic Vehicle Locator Investigation - June 2021		1		
By-Law Amalgamation Audit – June 2018		1		3
Fleet Management Agency Audit - June 2022	3			
North End Sewage Treatment Plant Upgrade Project Audit - December 2024	17	1	7	
Stores Audit – reissued August 2025	2			
Workforce Management Audit – June 2024				1
Total	31	6	7	4

Recommendations implemented and confirmed in 2026 Quarter 1

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Affordable Housing Initiatives – Housing Accelerator Fund (September 2025)	
Recommendation 6: We recommend that the HAF Program Sponsor and the HAF Program Manager update the documentation requirements for the Conflict-of-Interest Declaration to include the meeting date, location, and names of committee members with their signatures.	A Multifamily Sustainable Housing Infrastructure Program (MSHIP) Adjudication Committee Agreements and Undertakings - Conflict of Interest Declaration form was completed by the five Adjudication Committee members. The completed Conflict of Interest Declaration form contained the name of the individual committee member, their signature and date.

Affordable Housing Initiatives – Rapid Housing Initiative (September 2025)	
Recommendation 3: We recommend that the Technical Team update their meeting minutes template for the following items and communicate the changes to all relevant employees: 1. A standing agenda item for the review and approval of the previous meeting minutes to ensure that the minutes are complete and that all action items are revisited and followed up on as required. 2. A column for action items as recommended in the Project Management Manual.	The RHI Technical Team updated their meeting templates according to the audit recommendation and communicated the updated templates to the relevant employees.

Affordable Housing Initiatives – Rapid Housing Initiative (September 2025)	
Recommendation 7: We recommend that the Corporate Risk Management Division establish a process to ensure Insurance Tracking System records are accurate. The process should be added to their current process document.	The Corporate Risk Management Division established and documented a process to ensure Insurance Tracking System records are accurate.

Affordable Housing Initiatives – Rapid Housing Initiative (September 2025)	
Recommendation 8: We recommend that the Corporate Risk Management Division update the Rapid Housing Initiative Insurance Management Guide to clearly outline the agreement requirements related to Professional Liability Insurance and communicate this information to the relevant employees.	The Corporate Risk Management Division updated the Rapid Housing Initiative Insurance Management Guide to clearly outline the agreement requirements related to Professional Liability Insurance and communicated the changes and the updated Guide to the relevant employees.

Fleet Management Audit (June 2022)	
Recommendation 1: The WFMA General Manager review the general controls on data inputs into the Fleet Management Solution software and update processes to ensure that data is created, captured, and managed to ensure compliance with the City's Corporate Recordkeeping Administrative Standard No. AS-006. The general controls should include but are not limited to those that address initial vehicle profile entries, controls around fuel transactions and timely processes to verify accuracy of all data entries.	The Winnipeg Fleet Management Agency implemented a new fleet software system. The controls around the vehicle profile entries and fuel transactions were enhanced to ensure data is created, captured and managed to meet the City's Corporate Recordkeeping Administrative Standard No. AS-006. In addition, processes were implemented to verify the accuracy of all data entries.

North End Sewage Treatment Plant Upgrade Projects Audit (December 2024)	
Recommendation 20: Implemented early - Develop contract interface management plan(s) for the main contract interfaces. This can be included as part of other Project documents, e.g., the Project Execution Plan, Contract Strategies, or Contract Management Plan.	A contract interface management plan was developed for the main contract interfaces.

Stores Audit (October 2022)	
Recommendation 2: Implemented early - We recommend that the Corporate Controller develop training material and hold learning sessions on the inventory and reporting functionalities of the systems, to help the departments better understand how to obtain valuable information from the system that can be used in the inventory performance management process. This should be mandatory training for all staff involved in inventory performance management.	Corporate Finance and the Human Resources Learning and Development team have developed a PeopleSoft inventory course. The course is mandatory for all employees with PeopleSoft inventory roles. It is presented to employees through the City's Learning Management System.

Recommendations targeted for implementation in 2026 Quarter 1 with revised target dates

Implementation target dates are sometimes revised based on a number of factors including unforeseen circumstances, changes in resources, emergent situations and competing priorities, etc.

Report	Recommendation number	Original target date	Revised target date
Affordable Housing Initiative – Housing Accelerator Fund[1]	1	2026 Qtr 1	2026 Qtr 2
Affordable Housing Initiative – Housing Accelerator Fund[1]	2	2025 Qtr 4	2026 Qtr 2
Affordable Housing Initiative – Housing Accelerator Fund[1]	3	2025 Qtr 4	2026 Qtr 2
Affordable Housing Initiative – Housing Accelerator Fund[1]	7	2025 Qtr 3	2026 Qtr 2
Affordable Housing Initiative – Housing Accelerator Fund[1]	9	2025 Qtr 4	2026 Qtr 2
Affordable Housing Initiative – Housing Accelerator Fund[1]	10	2026 Qtr 1	2026 Qtr 2
Affordable Housing Initiative – Housing Accelerator Fund[1]	11	2025 Qtr 1	2026 Qtr 2
Affordable Housing Initiatives – Rapid Housing Initiatives[1]	1	2026 Qtr 1	2026 Qtr 2
Affordable Housing Initiatives – Rapid Housing Initiatives[1]	2	2026 Qtr 1	2026 Qtr 2
Affordable Housing Initiatives – Rapid Housing Initiatives[1]	4	2026 Qtr 1	2026 Qtr 3
Affordable Housing Initiatives – Rapid Housing Initiatives[1]	5	2026 Qtr 1	2026 Qtr 3
Affordable Housing Initiatives – Rapid Housing Initiatives[1]	6	2026 Qtr 1	2026 Qtr 3
Automatic Vehicle Locator Investigation	1	2021 Qtr 4	2026 Qtr 3
Fleet Management Audit	5	2024 Qtr 1	2026 Qtr 2
Fleet Management Audit	9	2024 Qtr 1	2026 Qtr 2
Fleet Management Audit	10	2024 Qtr 1	2026 Qtr 2

[1] Implementation dates were stated in the Audit report – this is the first follow up for recommendations in the Audit report