

EDWIN S.W. YOUNG
CITY AUDITOR

**OFFICE OF THE CITY AUDITOR
CITY AND COUNTY OF HONOLULU**

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June 30, 2010

To: Council Chair Todd Apo
Councilmember Ikaika Anderson
Councilmember Romy Cachola
Councilmember Donovan Dela Cruz
Councilmember Lee Donahue
Councilmember Nestor Garcia
Councilmember Ann Kobayashi
Councilmember Gary Okino
Councilmember Rod Tam

Subject: **Proposed Annual Work Plan for FY2010-11—Office of the City Auditor**

In accordance with the City Charter Section 3-502.1(c), I submit to the Honolulu City Council my plan of proposed audits for FY2010-11 as follows:

- Perform Citywide Risk Assessment of the City and County of Honolulu Departments, Governmental Agencies and City Programs. The risk assessment will identify high, medium, and low risk areas for future audits.
- Service Efforts and Accomplishments Report. This inaugural report will establish and serve as an almanac for benchmarking individual department and programs, including budgets, costs; and progress over a five year period.
- Audit Recommendation Status Report. The report will itemize the status of past and present audit recommendations and management responses to the recommendations.
- Financial Audit of the City and County of Honolulu, including the Single Audit of Federal Financial Assistance Programs. External audit of the city financial statements by the contract auditor, Accuity LLP.
- Audit of the Policies and Procedures Relating to the Honolulu City Council's Annual Contingency Allowance (Resolution 10-73)
- Audit of the Management Span of Control. This audit will compare the existing organizational structure against current best practices.
- Monitoring the impact of furloughs on City operations and performance.

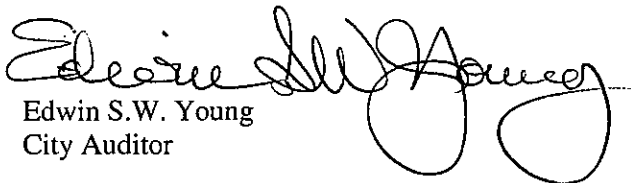
- Review of City Established Non-profits. This audit implements the external auditor's, N&K CPAs, Inc., FY2009 recommendation that the city improve sub-recipient monitoring procedures.
- Other reviews as directed by the City Council.

As resources permit, the following audit follow-ups may be performed:

- Follow-up of the Audit of the City's Sole Source, Emergency, and Professional Services Procurement Practices, Report No. 05-01, March 2005
- Follow-up Audit of the Review of the Costs of the City's Brunch on the Beach, Sunset on the Beach and Rediscover O'ahu Programs, Report No. 05-04, June 2005
- Follow-up of the Audit of Selected City Information Technology Controls, Report No. 06-01, January 2006
- Follow-up of the Audit of the City's Executive Staff's Out-of-State Travel, Report No. 06-05, July 2006

We will continue to provide the Honolulu City Council and the public with timely and accurate information on city programs and operations. We will also continue the important work of pursuing greater accountability, efficiency and effective government operations for the City and County of Honolulu.

Sincerely,



Edwin S.W. Young
City Auditor

c: Mayor Mufi Hannemann
City Clerk