



September 19, 2014

City of Saskatoon – City Clerk’s Office
Attention: Secretary – Standing Policy Committee on Finance
222-3rd Avenue North
Saskatoon, Saskatchewan S7K 0J5

Audit Report – Saskatoon Land – Inventory and Revenue System

Saskatoon Land plans, services and sells residential, commercial and industrial lots owned by the City of Saskatoon. The division consists of three sections, Sales & Accounting, Real Estate and Land Development, each responsible for specific aspects of planning, developing, servicing and selling lots. The core mandate of Saskatoon Land is to:

1. provide an adequate supply of residential, institutional and industrial land at competitive market values;
2. provide innovation and leadership in design for new growth;
3. provide financial returns at competitive rates of return on investment to the City, for allocation to civic projects and programs;
4. assist in the attainment of orderly urban growth; and
5. operate on a level playing field with other land development interests in the city.

Saskatoon Land utilizes an inventory and revenue management system called Reflex. Reflex tracks raw land, individual lots for sale, sales prices, and accounts receivable. It is also used to generate sales agreements, prompt buyers when payments are due, and generate accounts receivable and sales reports.

The overall objective of the audit was to determine whether adequate systems, practices and controls are in place to ensure:

- Council approved land acquisitions and pricing are accurately recorded and tracked in the Reflex land inventory system.
- Complete, accurately and timely calculation, recording, billing and collection of revenue,
- Adjustments to land inventory and revenue are valid and accurately recorded, and
- Opportunities for theft and fraud are minimized.

Management is currently working on implementation of the recommendations.

Respectfully submitted,

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