

**Internal Audit Progress 2020/21: Quarter 4**  
**Analysis of Performance**

**Time Spent: Audit Plan – Planned Vs Actual**

ACTIVITY	ANNUAL ALLOCATION (DAYS)	PROFILE ALLOCATION (DAYS)	ACTUAL TO DATE (DAYS)	VARIATION (DAYS)
<u>Planned Audit Work</u>	252.4	184.0	248.9	+3.5
<u>Other Time</u>				
Sundry audit advice	30.1	22.6	20.0	+10.1
Contingency (used mainly for Covid grants)	91.4	68.6	91.1	+0.3
Principal Internal Auditor non-audit work (incl. NFI)	71.9	53.9	59.4	+12.5
Non-chargeable activities	207.3	155.5	250.4	-43.1
Leave and other absences	133.5	100.1	109.4	+24.1
<i>Total Other Time</i>	534.2	400.7	530.3	+3.9
<i>Total Time</i>	786.6	584.7	779.2	+7.4

**Time spent: Assignments Completed – Planned Vs Actual**

AUDIT ASSIGNMENT	PLAN (DAYS)	TIME TAKEN (DAYS)	UNDER (+) / OVER (-)
Information Governance	7.0	7.9	-0.9
Cyber Security	Contracted Out		
Council Tax	14.0	12.0	+2.0
National Non-Domestic Rates	11.0	9.9	+1.1
Digital Transformation	Contracted Out		
Web Applications	Contracted Out		
Income Receipting and Document Management	8.0	9.1	-1.1
Development Management	18.0	18.1	-0.1
Community Infrastructure Levy and Section 106 Agreements	15.0	15.0	0.0
Rural and Urban Capital Improvement Schemes	6.0	4.8	+1.2
Purchasing Cards	7.2	7.7	-0.5
Crime and Disorder	10.0	10.8	-0.8
Nuisance and Other Protection Duties:	7.0	6.6	+0.4

AUDIT ASSIGNMENT	PLAN (DAYS)	TIME TAKEN (DAYS)	UNDER (+) / OVER (-)
Public Health Funerals			
Business Applications: MIS Housing and Corporate Property	Contracted Out		
Tenancy Management	12.0	12.0	0.0
Communications	10.0	10.6	-0.6
Staff Health and Wellbeing	10.0	8.9	-1.1

**Explanation for variances greater than 2 days (unless within 20%):**

Not applicable.

**Completion of Audit Plan: Target Vs Actual**

NO. OF AUDITS PER AUDIT PLAN	PROFILED TARGET COMPLETION		ACTUAL NO. COMPLETED TO DATE		VARIATION	
	NO.	%	NO.	%	NO.	%
26	26	100	27	103.8	+1	+3.8