

Internal Audit Progress 2021/22: 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)
<i>Planned Audit Work</i>	273.0	273.0	261.3	+11.7
<i>Other Time</i>				
Sundry audit advice	20.0	20.0	10.1	-9.9
Contingency audit work	20.0	20.0	28.5	-8.5
Contingency non-audit work	14.0	14.0	3.1	+10.9
Other work	15.0	15.0	28.9	-13.9
Principal Internal Auditor non-audit work (incl. NFI)	70.0	70.0	54.0	+16.0
Non-chargeable activities	178.0	178.0	218.9	-40.9
Leave and other absences	139.0	139.0	144.7	-5.7
<i>Total Other Time</i>	456.0	456.0	488.2	-32.2
<i>Total Time</i>	729.0	729.0	749.5	-20.5

Time spent: Assignments Completed – Planned Vs Actual

AUDIT ASSIGNMENT	PLAN (DAYS)	TIME TAKEN (DAYS)	UNDER (+) / OVER (-)
Performance Management	14.0	14.2	-0.2
Corporate Property and Portfolio Management	12.0	12.0	0.0
Civic and Committee Services	9.0	8.9	+0.1
Building Control	15.0	7.5	+7.5
Enterprise Facilities	10.0	10.0	0.0
New FMS – Balance Transfers	10.0	11.5	-1.5
Health and Safety Enforcement in the District	11.0	7.2	+3.8
Licensing Services	11.0	9.7	+0.3
Independent Living (previously, Housing Related Support Services)	12.0	7.5	+4.5
Private Sector Housing Regulations	15.0	12.5	+2.5
Media Services	10.0	9.2	+0.8

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

Building Control: Able to access all the available information directly and dealt with a central contact rather than having to speak to individual case officers. Some 'post year-end' time also required.

Health and Safety Enforcement in the District: Generally well organised function which enabled the audit to be completed in a shorter time frame than allowed for.
 Independent Living: Doesn't take into account days required post year-end due to unavailability of principal auditee.

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.	%
29	29	100	26	89.7	-3	-10.3