
AUDIT PLAN PROGRESS REPORT

1 SUMMARY

- 1.1 Reports on the progress of the Audit Plan for 2001/02 and highlights any particular issues that may affect its completions. Internal Audit is a statutory requirement.

2 INTRODUCTION

- 2.1 The 2001/02 Audit Plan was agreed at Audit Committee on the 29th March 2001.
- 2.2 Progress on completing the 2001/02 Audit Plan is monitored through the quarterly reports.
- 2.3 The following table shows actual performance to date compared with last year.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2000/01	20%	38%	70%	97%
2001/02	22%	39%		

3 ISSUES AFFECTING THE COMPLETION OF THE AUDIT PLAN

- 3.1 The first six months normally incorporate a higher percentage of annual leave and more time is spent on the initial planning work required for audit assignments.
- 3.2 The Audit Officer left the division on the 24th August 2001. We have now successfully completed the recruitment of the Audit Officer post.
- 3.3 James Kevany will commence employment with us on the 19th November 2001.
- 3.4 Initially there will be a draw on the Principal Auditors time whilst training is being undertaken.

4 RECOMMENDED CHANGES TO THE AUDIT PLAN

- 3.5 At present there are no recommended changes to the audit plan. Approval has been given by Finance & General Purposes Committee to extend the Audit Officers hours from 33 hours per week to 37 hours per week.
- 3.6 It is hoped that the audit section will catch-up on the completion of the Audit Plan. The audit work will be focused on priority areas first which will include the key financial systems.
- 3.7 Any recommended changes to the 2001/02 Audit Plan will be reported to the next Audit Committee.

5 RECOMMENDATION

It is proposed that the Committee **RESOLVES**

To note that 39% of the Audit Plan has been achieved and that no changes are to be made to the Audit Plan for 2001/02. (CEX)

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