

## Appendix 4 - Internal Audit Performance 2013/14

### *Essential Assurance - all targets 100%*

#### **Review of agreed Financial Assurance areas in Assurance Plan by 31/03/14**

We have completed 75% of the planned projects, with the remaining project to be completed to draft report stage before 31 March 2014.

#### **Review of agreed Grants & Certification Assurance areas in Assurance Plan by 31/03/14**

We have completed 80% of the planned projects, with the remaining project scheduled to be completed to draft report stage before 31 March 2014.

#### **Review of agreed Corporate Governance Assurance areas in Assurance Plan by 31/03/14**

We have completed 46% of the planned projects (6 out of 13). All the remaining projects are in progress and should be completed by 31 March 2014.

#### **Review of agreed High Corporate Risk Assurance areas in Assurance Plan by 31/03/14**

We have completed 71% of the planned projects (5 of 7) and the remaining 2 will be completed by 31 March 2014.

### *Customer Standards - all targets 100%*

#### **Contact customers at least 2 weeks in advance to arrange a suitable date for our visit**

Current performance is 93%. Shorter notice given to customer in one case.

#### **Send customers the agreed Project Scoping Document before we commence work**

Current performance is 100%

#### **Send the customer a draft report within 10 working days of the closing meeting**

Current performance is 94%. One draft report issued in 14 days due to pressure of work in the service.

#### **Send the customer our final audit report within 5 working days of agreeing the draft**

Current performance is 100%