

Progress Report on Delivery of the EQA actions

The table below contains a summary of the agreed actions from the final report dated the 25th November 2014 and provides an update on the delivery. More detailed information is included in the full report.

Ref	Recomendation	Action	progress	Deadline for Completion
1	Improve awareness of Internal Audit's role	Undertake Relationship meetings with management teams	Relationship meeting held with some services and will continue throughout February 15 Internal Audit to attend Executive Management team	Partially Completed Original: Januray 2015 Revised: February 2015
2	Engagement of management in planning process	Undertake planning meeting with the Services	Planning meeting held with some services and will continue throughout February 15	Partially Complete Original: January 2015 Revised: February 2015
3	Redesign of Internal Audit	Proposal for remodelled internal audit structure Consider key business risk in planning process Revised Internal Audit Charter	New structure proposed agreed and nearing full implementation 3 Risk Service workshops attended. Current risk register is considered See Action 6	Complete Original:Jan15 Revised: March 2015
Ref	Recomendation	Action	progress	Deadline for

				Completion
4	Internal Audit skill set	Remodelling of service reviews skill needs	New structure proposed agreed and nearing full implementation	Complete
5	Delivery of recurrent work areas	Undertake meetings with Services to identify new ways of gaining assurance	Meeting are on-going and planned	March 2015 On track
6	Internal Audit Charter	Amend current charter	Revised Charter will be presented to the next Audit Committee	Original: Jan 2015 Revised: April 2015
7	PSIAS compliance confirmations	Include linkage to PSIAS in reports and quality assessment process	Amended report and QA format	Complete
8	Annual report contents	Information on improvement and work plan progress in annual report	Information to be included Annual Audit Report to AC in July 15	Original :July 15 On track
9	Skills development and training	Review team skills and training needs	Training needs are continually assessed. CPD to be monitored at part of the staff appraisal	Original: March 2015 On track
10	Audit delivery	Overdue jobs to be review to determine reasons and take corrective actions	The supervision process included the review on job timeliness. Performance information systems have been redefined and the data will become available	Complete Original: Dec 2014 Revised: Feb 2015
11	Risk management & assurance mapping	Other methods of assurance considered in planning process	Regular meetings with Risk and Assurance Manager	Original: March 2015 On track
12	Annual plan development	Consideration and linkage to risks in audit plan	Current Risk register considered as part of planning process with services	Original: March 2015 On track
13	Approval of QAIP	Report Quality Assessment and Improvement Plan (QAIP) to Committee	Presented to October 2014 Audit Committee	Complete
Ref	Recomendation	Action	progress	Deadline for Completion

14 & 15	Revision of assurance ratings	A revised method of classifying audit opinions to be developed	New Assurance grading to be presented and agreed by Section 151 Officer for use in 2015/16 financial year	Original: December 2014 Revised: Feb 2015
16	Roles of Audit Committee and Working Group	Formalising relationship and role of AC working group	Report to be present to next Audit Committee	Original: March 2015 On track
17	Recommendation tracking process	IA to support management by provide information to monitor the delivery of agreed actions	Process has not yet been developed	Original: Dec 14 Revised: Feb 2015