

TRANSPORT FOR LONDON

AUDIT COMMITTEE

SUBJECT: QUARTER 1 AND QUARTER 2 PRODUCTIVITY AND RESOURCES REPORT

DATE: 25 NOVEMBER 2008

1 PURPOSE AND DECISION REQUIRED

1.1 The purpose of this paper is to inform the Audit Committee of the outputs of and use of resources by the Internal Audit team. The Committee is asked to note the paper.

2 BACKGROUND

2.1 The Scorecard covering the first two quarters of the year is attached. Utilisation is below target as the first half of the year includes the summer holiday period. We have also done a lot of recruitment in the period which has resulted in us filling most of our vacancies but also impacts on manager time in particular.

3 RECOMMENDATION

3.1 The Audit Committee is requested to NOTE the content of this paper and the attached scorecard.

4 CONTACT

Contact: Mary Hardy, Director of Internal Audit
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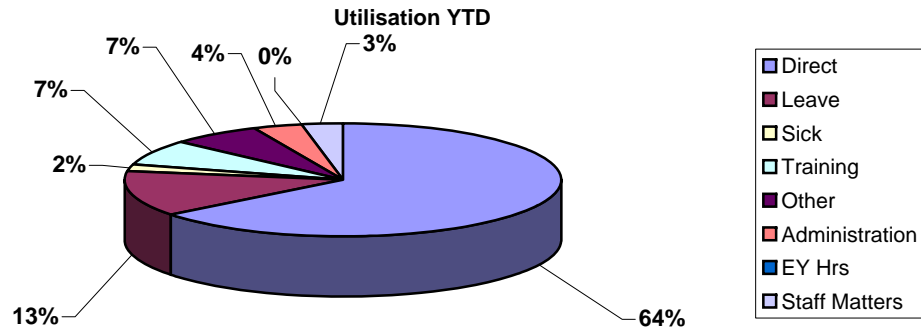
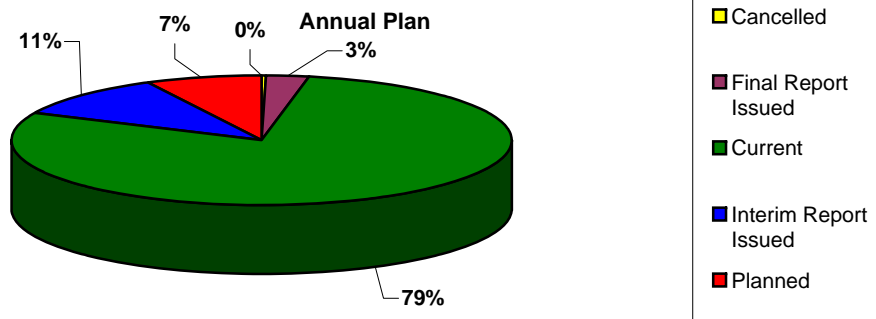
Internal Audit Score Card

Activity

Business & Security Audits					
				Total	YTD
INT	13	19	2	34	34
Final	32	2	0	34	34

249 audits in progress

Fraud Investigations: New 33 Closed 52 In Progress 31 (as of end of P6)



Target is 70% direct

Q1 & Q2 (01 04 08 - 13 09 08)

Resources

	Staff Numbers Bf (as of the start of the yr)	Joiners	Leavers	Staff numbers Cf (as of the end of p6)	Budget	Variance
Director	1	0	0	1	1	0
Senior managers and Managers	14	3	2	15	15	0
Auditors	15	4	2	17	19	-2
Fraud Investigators	5	0	0	5	5	0
Fraud Detection and Prevention	2	1	0	3	3	0
Business Support	5	5	3	7	7	0
Total	42	13	7	48	50	-2

Resources:
 The first half of the year has seen us getting up to budgetted levels following some successful recruitment campaigns. One auditor was promoted to a manager position and one manager retired. We increased our Business Support team and used temporary staff to fill early vacancies, hence the large number of joiners and leavers. We are also recruiting for a Senior Audit Manager to lead work at Crossrail which is not included in our budgetted head count.

Performance against Budget:
 We remain on target to meet our budget for the year.

	Issued	Returned
Customer Feedback Forms - YTD	28	20
Requests for assistance - YTD	8	