

## Global Standards Internal Audit Consortium Action Plan December 2024

<b>Domain</b>	<b>Principle</b>	<b>Standard</b>	<b>Standard Description</b>	<b>Action</b>	<b>When by</b>	<b>Who</b>
11	1	1.1	Internal Auditors must perform their work with honesty and professional courage.	To include ethics training annually on a team meeting agenda	March 2025	Head of Internal Audit
11	1	1.3	Internal Auditors must not engage in or be party to any activity that is illegal or discreditable to the organisation or the profession of internal auditing or that may harm the organisation or its employees.	To include training in laws, regulations, ethical and professional behaviour on team meeting agenda annually	March 2025	Head of Internal Audit
11	2	2.1 & 2.2	Internal Auditors must maintain professional objectivity when performing all aspects of internal audit services	Objectivity training to be undertaken in team meetings annually	March 2025	Head of Internal Audit
11	4	4.1	The Internal Audit functions methodologies must be established, documented and maintained in alignment with the Standards.	The Internal Audit Manual requires updating to reflect the Global Standards and principles instead of the Public Sector Internal Audit Standards	August 2025	Head of Internal Audit

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11	4	4.2	Internal auditors must exercise due professional care by assessing the nature, circumstances and requirements of the services to be provided.	Due professional care to be discussed annually at team meetings	March 2025	Head of Internal Audit
111	6	6.1 & 6.2	The Head of the Internal Audit Consortium must provide the Audit Committee and Senior management with the necessary information to establish the internal audit mandate. The Internal Audit Charter must include the legal requirements of the mandate.	Internal Audit Charter to be updated to specifically record the Internal Audit Mandate i.e. Accounts and Audit Regulations 2015. Review of the current Internal Audit Charter to ensure that it reflects the requirements of the Global Internal Audit Standards e.g. a specific sentence must be included committing to adhering to the Global Standards	April 2025	Head of Internal Audit
111	6	6.3 & 7.1	The Audit Committee should meet periodically with Internal Audit without the presence of Senior Management	To be arranged as and when required but at least annually	July 2025	Head of Internal Audit
11	6	6.3 & 7.1	The Audit Committee should provide input to	The Audit Committee to be consulted by the Director of	April 2026	Director of Finance

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			support senior management in the performance evaluation of the Head of the Internal Audit Consortium	Finance on the performance of the Head of the Internal Audit Consortium (to be fed back to CBC Service Director Finance)		
1V	9	9.2	The Head of the Internal Audit Consortium must develop and implement a strategy for the internal audit function that supports the strategic objectives and success of the organisation and aligns with the expectations of the Audit Committee, senior management and other key stakeholders.	Develop an internal audit strategy including vision, strategic objectives and supporting initiatives	September 2025	Head of Internal Audit
1V	9	9.3	The Head of the Internal Audit Consortium must establish methodologies to guide the internal audit function in a systematic and disciplined manner to	There is a comprehensive internal audit manual however this requires updating to reflect the Global Standards citing specific standards rather than the PSIAS Standards at present and	August 2025	Head of Internal Audit

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			implement the internal audit strategy, develop the internal audit plan and conform with the standards.	reference to the Strategy once written.		
1V	9	9.5	When the Internal Audit Function relies on the work of other assurance providers, the Head of the Internal Audit Consortium must document the basis for that reliance and is still responsible for the conclusions reached by the internal audit function	Other assurances that we are aware of are already documented. For the assurances that we rely on, the basis for reliance will be documented e.g. PSN certification, external audit, Derby City Internal Auditors re the operation of the Building Control partnership and Social Housing Regulator reviews.	April 2025	Head of Internal Audit
1V	10	10.3	The Head of the Internal Audit Consortium must strive to ensure that the internal audit function has technology to support the Internal Audit Process	Sections of the internal audit strategy should describe current or planned initiatives for using technology to advance the internal audit functions objectives. Development of AI to be kept under review for potential use by the Consortium.	September 2025	Head of Internal Audit

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1V	11	11.1	The Head of the Internal Audit Consortium must promote formal and informal communication between the internal audit function and its stakeholders	A Guide to Internal audit is on the intranet but this was written some years ago and requires updating / refreshing.	September 2025	Head of Internal Audit
1V	2	11.2	The Head of the Internal Audit Consortium must establish and implement methodologies to promote accurate, objective, clear, concise, constructive, complete and timely internal audit communications	Recorded in the audit manual however this will be supplemented with a days training - Communication skills for internal auditors - training day arranged for February 25	February 2025	Head of Internal Audit
v	14	14.3 & 14.4	When evaluating potential engagement findings internal auditors must collaborate with management to identify the root causes when possible.	Test schedule conclusion for each test where there is a finding to be updated to include the root causes of an issue, analysis to follow.	25/26 audits onwards	Head of Internal Audit and Audit team

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v	15	15.1	When internal auditors become aware that management has initiated or completed actions to address a finding before the final communication, the actions must be acknowledged in the communication	Reports to reflect more consistently when actions have already been taken during audits to address the risks identified.	25/26 audits onwards	Audit team

**Additional Requirements of the Application note and The Code of Practice for the Governance of Internal Audit in UK Local Government**

<b>Requirement</b>	<b>Action</b>	<b>When by</b>	<b>Who</b>
When expressing conformance with Standards, Auditors must be clear that they are conforming to the GIAS subject to the Application note, and must refer to this as Conformance with Global Internal Audit Standards in the UK Public Sector	To be included in revised Charter and the 2025/26 annual report onwards.	April 2025 and July 2026	Head of Internal Audit
Auditors must confirm adherence to the Application note and note any non -conformance	To be included in the Annual Report 2025/26	July 2026	Head of Internal Audit
The Authority should explain how it complies with the Code of Practice for the Governance of Internal Audit	To be included in the 2025/26 Annual Governance Statement	August 2026	Director of Finance

in UK Local Government in its Annual Governance Statement			
The Code must be included in the Head of the Internal Audit Consortium's annual internal quality assessment and used in external assessments	Used for November 2024 self-assessment. Next external review due May 26	May 2026	Head of Internal Audit
The Audit Committee must satisfy itself on the effectiveness of Internal Audit taking into account conformance with the Standards, interactions with the Committee, performance and feedback from Senior Management. Their conclusions should be reported to those charged with Governance e.g. as part of the audit Committee annual report.	BDC & NEDDC section 151 Officers already take a report to Audit Committee annually assessing the effectiveness of IA – to also be done by CBC & DDDC 151 Officers.	July 2026	N/A
The Internal Audit Charter should reflect internal audits role – Championing good practice in governance through assurance, advice and contributing to the authority's annual governance review.	To ensure included in Internal Audit Charter	April 2025	Head of Internal Audit