



**REPORT TO: PERFORMANCE AND AUDIT COMMITTEE – 24 SEPTEMBER 2025**  
**REPORT ON: INTERNAL AUDIT PLAN 2025/26**  
**REPORT BY: CHIEF FINANCE OFFICER**  
**REPORT NO: PAC35-2025**

**1.0 PURPOSE OF REPORT**

1.1 The purpose of this paper is to seek approval of the 2025/26 Annual Internal Audit Plan for Dundee City Integration Joint Board (IJB) and to agree the appointment of the Chief Internal Auditor for the financial year.

**2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Performance and Audit Committee (PAC):
- Agree the continuation of Fife, Tayside and Forth Valley Audit Internal Audit (FTF) as the IJB's lead internal auditors and the continuing Chief Internal Auditor arrangement for 2025/26. This will be the tenth year of FTF providing the lead role, with the annual plan delivered jointly by the NHS Tayside and the Dundee City Council internal audit teams.
  - Approve the 2025/26 Annual Internal Audit Plan as set out in Appendix 1.

**3.0 FINANCIAL IMPLICATIONS**

3.1 There are no direct financial implications. However, Financial Governance is a key pillar of governance and value for money is a core consideration in planning all internal audit reviews.

**4.0 MAIN TEXT**

- 4.1 As stated in the Integrated Resources Advisory Group (IRAG) guidance, it is the responsibility of the IJB to establish adequate and proportionate internal audit arrangements for review of the adequacy of the arrangements for risk management, governance and control of the delegated resources. This includes determining who will provide the internal audit service for the IJB and nominating a Chief Internal Auditor (CIA).
- 4.2 Resources to deliver the 40 days for the 2025/26 plan will be provided by the NHS Tayside and Dundee City Council Internal Audit Services and have been included in the approved 2025/26 Internal Audit Plans for NHS Tayside and Dundee City Council.
- 4.3 Global Internal Audit Standards set out the need to establish risk-based plans to determine the priorities of the internal audit activity, consistent with the organisation's goals. The audit plan is designed to provide the CIA with sufficient evidence to form an opinion on the adequacy and effectiveness of internal controls. It therefore includes the delivery of standard products required each year and is further based on professional judgement of audit need based on the IJB's risk environment. In addition, account is taken of assurance which can be provided to the IJB based on work performed under the Internal Audit plans of both parties. The Internal Audit Plan describes how the available resources will be utilised during the year. The plan is predicated on the basis that operational controls over services are maintained and assured through the

partners. An Internal Audit Joint Working Protocol and a Protocol for sharing Internal Audit Outputs are in place.

- 4.5 Internal Audit have reviewed the extant strategic risks of the organisation, several of which have been the subject of previous audit coverage. Discussions between management and Internal Audit have taken place to ensure the substantive audit assignments in 2025/26 add maximum value.
- 4.6 It is proposed that in 2025/26, the Internal Control Evaluation (ICE) work will be undertaken in early 2026 with management advised of key findings by March 2026. This approach will minimise demands on officers time at year end.
- 4.7 The scope of the ICE will be a holistic overview of governance to provide assurance that there is a sound system of internal control that supports the achievement of the IJB's objectives. Completion of this work will allow detailed consideration of the control environment and will provide early warning of any significant issues that may affect the Governance Statement, allowing management to take any required remedial action before year-end. It also means that year end work to produce the Annual Internal Audit Report providing the CIA's opinion will be more efficient, building on the detailed ICE work and reducing demands on management time during the annual accounts process. Annual Report work will focus on year-end assurances and confirmation that previously agreed actions have been implemented.
- 4.8 Together, the ICE audit work and the Annual Internal Audit Report 2025/26 will provide assurance on the overall systems of internal control, incorporating the findings of any full review undertaken during the year. The allocation of days for completing the Annual Internal Audit Report was traditionally included in the plan for the following year.

## **5.0 POLICY IMPLICATIONS**

- 5.1 This report has been screened for any policy implications in respect of Equality Impact Assessment and Risk Management. An Equality Impact Assessment is not required. All internal audit reviews which involve review of policies and procedures will examine the way in which equality and diversity is incorporated within documentation.

## **6.0 RISK ASSESSMENT**

- 6.1 The internal audit planning process considers the strategic risk profile of the organisation. Individual internal audit assignments identify the key risks at the planning stage and our work is designed to evaluate whether appropriate systems are in place and operating effectively to mitigate the risks identified. Legislative requirements are a core consideration in planning all internal audit reviews.

The allocation of days within the proposed 2025/26 annual plan is designed to mitigate the risk that the Chief Internal Auditor's annual audit opinion is not based on appropriate and sufficient audit evidence.

## **7.0 CONSULTATIONS**

- 7.1 The Chief Officer, The Clerk and the Chief Internal Auditor were consulted in the preparation of this report.

## **8.0 BACKGROUND PAPERS**

- 8.1 None.

Christine Jones  
Acting Chief Finance Officer

DATE: 29 August 2025

	<b>Audit</b>	<b>Indicative Scope</b>	<b>Days NHS Tayside</b>	<b>Days DCC</b>	<b>Target Audit Committee</b>
<b>D01-26</b>	Audit Planning	Audit Risk Assessment & Operational Planning.	1	-	September 2025
<b>D02-26</b>	Audit Management	Liaison with management, Pre-Audit Committee liaison with Chief Finance Officer, preparation of papers and attendance at Audit Committee.	4	-	Ongoing
<b>D03-26</b>	Internal Control Evaluation (reported in March)	Holistic assessment of the internal control environment in preparation for production of 2025/26 Annual Report.  Follow-up of previous agreed governance actions including Internal Audit recommendations.	12	-	March 2026
<b>D04-26</b>	Annual Report 2024/25 (reported in July)	CIA annual assurance statement to the IJB and fieldwork to support this.	3	-	IJB meeting June 2025
<b>D05-26</b>	Partner Bodies Support Services	Review of support services received from partner bodies (NHST and DCC) as stated within the Scheme of Integration:  <i>'It will be the responsibility of the Parties to work collaboratively to provide the Integration Joint Board with support services which will allow the IJB to carry out its functions and requirements', including 'professional, technical and administrative resource.'</i>	-	20	TBC
<b>Total</b>			<b>20</b>	20	

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