

Appendix 3– Progress against agreed improvement actions for Cumberland Council Internal Audit

Summary of agreed actions			
Improvement Action	Responsible Manager	Implementation Date	Progress
Improvement action 1: Embed process to ensure timely review and closure of individual audit assignments.	Head of Internal Audit	31 December 2024	Complete. Process now in place to ensure timely review and closure of all assignments.
Improvement action 2: Harmonise approach to DBS checking of staff once Cumberland Policy is established.	Audit Manager	31 st December 2024	Ongoing. Will be undertaken following restructuring process.
Improvement action 3: Enhance current training and development programme through documenting a talent management and staff development strategy.	Head of Internal Audit	31 March 2024	No progress to date
Improvement action 4: Undertake training needs assessment as part of implementing appraisal process	Audit Manager	31 December 2024	No progress. To be conducted following completion of HIARM appraisal.
Improvement action 5: Annual formal assessment of CAATS to be undertaken from 2024/25	Audit Manager	30 September 2024	Complete. Review undertaken and documented.
Improvement action 6: Document training programme as appendix for future QAIP	Head of Internal Audit	31 st March 2024	No progress. To be conducted following completion of action 4.
Improvement action 7: External Quality Assessment to be commissioned.	Head of Internal Audit	31 December 2024	Ongoing. Discussions held with potential providers.
Improvement action 8: Enhance planning through development of a data-driven audit and risk universe	Audit Manager	31 March 2024	Ongoing. Work to develop universe started.

Improvement action 9: 2024/25 plan includes continuous improvement assignment to expand and understand Cumberland Council's assurance framework	Audit Manager	31 st December 2024	Ongoing. Draft document prepared for review and development.
Improvement action 10: Internal Audit resource to be reviewed in 2024/25 following harmonisation of the team structure	Head of Internal Audit	31 st December 2024	Ongoing. Draft structure prepared and under review.
Improvement action 11: Develop further guidance for team on the report writing process to ensure consistent style adopted	Audit Manager	31 st August 2023	Complete. Guidance prepared.