

Blue Triangle

Internal Audit

Annual Plan 2025/26

FINAL

Introduction and Objectives

Quinn Internal Audit Services Ltd has been appointed as internal auditors to Blue Triangle to provide the Governing Body, the Senior Officer and other managers with assurance on the adequacy of internal control arrangements, including risk management and governance.

The purpose of the internal audit plan for 2025/26 is to provide independent and objective assurance to the organisation's governing body and senior management on the adequacy and effectiveness of governance, risk management, and internal control processes.

This plan has been designed to identify and assess key risks facing the organisation and ensure that appropriate mitigating actions are in place.

The internal audit function plays a critical role in supporting the organisation to achieve its strategic objectives by:

- Ensuring compliance with regulatory requirements, policies, and procedures.
- Providing assurance over the organisation's financial management, operational efficiency, and safeguarding of assets.
- Promoting continuous improvement in processes and controls.

Report Details

This Internal Audit Plan was approved by the Governing Body of Blue Triangle in March 2025.

Audit Plan 2025/26

The following table outlines the planned internal audits for the 2025/26 period. Each audit has been scheduled to ensure comprehensive coverage of key operational areas within the organisation, with a focus on high-priority topics.

The table includes the audit topic, scheduled start date, assigned organisation staff lead, and the expected number of days required to complete each audit.

This audit plan has been developed to support the organisation's commitment to maintaining robust governance, risk management, and compliance with regulatory requirements.

Regular reporting to the governing body and or relevant sub-committee will ensure oversight and accountability, and the follow-up audit will track the implementation of recommendations from previous reviews.

Topic
Service User Feedback & Complaints Handling
Rent Setting & Affordability
Void & Occupancy Management
Workforce Retention & Development
Follow up

Audit Charter

This Internal Audit Charter defines the purpose, authority, and responsibility of the internal audit function at Quinn Internal Audit Services Ltd. (QIAS). The charter is aligned with the International Standards for the Professional Practice of Internal Auditing (Standards) and the Code of Ethics of the Institute of Internal Auditors (IIA).

Purpose

The purpose of QIAS's internal audit function is to provide independent, objective assurance and consulting services designed to add value and improve our clients' operations. Internal audit helps clients accomplish their objectives by bringing a systematic, disciplined approach to evaluating and improving the effectiveness of risk management, control, and governance processes.

Authority

The internal audit function, as an independent service provider, is authorised by the governing body or management of our clients to:

- Access all records, physical properties, and personnel relevant to the performance of engagements.
- Allocate internal audit resources and apply techniques necessary to achieve audit objectives.
- Obtain assistance from personnel across the client's organisation, as necessary, to conduct audit activities.

Internal audit has no direct operational responsibility or authority over any of the activities it reviews. Internal auditors must maintain independence and objectivity in the conduct of their work.

Independence and Objectivity

Internal auditors at QIAS shall maintain independence and objectivity, avoiding any conflicts of interest. The internal audit function shall be free from interference in determining the scope of internal auditing, performing work, and communicating results.

Independence is achieved through organisational positioning within our clients' governance structures. QIAS reports administratively to the client's management (as agreed) and functionally to the governing body or audit committee (if present). QIAS auditors must disclose any potential conflicts of interest and adhere to the IIA's Code of Ethics.

Scope of Work

The scope of internal audit work includes, but is not limited to:

- Reviewing the reliability and integrity of financial and operational information.
- Evaluating the effectiveness and efficiency of operations and programs.
- Assessing the adequacy and effectiveness of risk management processes.
- Reviewing compliance with relevant laws, regulations, and internal policies.
- Providing advisory and consulting services, including risk management and governance guidance.

The scope of each engagement is defined in the specific engagement letter or audit scope document, approved by client management or the governing body.

Professional Standards

Internal auditing shall be performed in accordance with the International Standards for the Professional Practice of Internal Auditing (IIA Standards) and the Code of Ethics. QIAS auditors are expected to uphold these standards by:

- Maintaining proficiency through continuous professional development.
- Performing audits with due professional care and in accordance with IIA standards.
- Upholding ethical standards, including integrity, objectivity, confidentiality, and competence.
- Quinn Internal Audit Services Ltd (QIAS) conducts external quality assessments of its own service delivery to ensure continued compliance with professional standards. As of January 2025, the Institute of Internal Auditors (IIA) confirmed that QIAS achieved the highest level of compliance, stating:

"QIAS generally conforms with all of the 2017 Standards, as well as the Definition, Core Principles, and the Code of Ethics, which constitute the mandatory elements of the Institute of Internal Auditors' International Professional Practices Framework (IPPF), the globally recognised benchmark for quality in internal auditing."

Responsibilities of Internal Audit

The responsibilities of QIAS include, but are not limited to:

- Developing a risk-based annual audit plan in consultation with the client's management and governing body.
- Performing audit engagements as outlined in the audit plan or as directed by management and the governing body.
- Communicating results of audit engagements in a clear and objective manner, providing recommendations for improvement.
- Monitoring the implementation of agreed-upon recommendations and reporting on the progress of action plans.
- Maintaining quality assurance and improvement programs to evaluate the effectiveness of the internal audit function.

Reporting and Communication

Internal audit shall communicate the results of audit engagements in formal reports to client management and, where applicable, to the governing body or audit committee. Reports shall include:

- An executive summary of key findings.
- Detailed audit observations, conclusions, and recommendations.
- Agreed management action plans and timelines for addressing issues.

Review of the Charter

This charter shall be reviewed periodically, and any amendments shall be submitted to the client's governing body or audit committee for approval.

Responsibility and Limitations

The matters raised in this report are limited to those identified during the audit planning phase and do not represent a comprehensive assessment of all existing weaknesses or potential improvements.

This report has been prepared exclusively for the named client. Quinn Internal Audit Services Ltd accepts no responsibility to any third party, as the report is not intended for their use.

Distribution of this report to third parties requires prior written consent from Quinn Internal Audit Services Ltd.

The management and governing body of the client organisation hold primary responsibility for maintaining an effective system of internal controls. While Quinn Internal Audit Services Ltd conducts thorough audits, these should not be solely relied upon to identify every strength or weakness in the control systems.

Additionally, although the audit procedures are designed to detect material irregularities, including fraud, they may not uncover all instances, particularly in cases of collusive fraud.

It is the responsibility of the client's management to ensure that Quinn Internal Audit Services Ltd has full access to necessary staff and documentation for each audit. The findings in this report reflect only those issues identified during the audit's fieldwork.

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