

CIPFA Better Governance Forum

Internal Auditor Skills Workshop

Webinar

17 September 2024 and 24 September 2024 (Mornings only)

Purpose

Drawing on CIPFA's guidance *the excellent internal auditor, A good practice guide to Skills and Competences*, this programme will provide guidance for new and existing internal auditors in the first few years of their career. It will offer attendees the opportunity to complete the skills matrix in line with this guidance to identify further areas of development which will be covered within day two. This workshop will be full of discussions about real issues and risks.

Programme day one:

09.45 – 10.00

Join the workshop / course

10.00 – 10.10

Introductions and course outline

10.10 – 10.30

What is internal audit

This session will outline the purpose of internal audit, looking at definitions and core principles.

10.30 – 11.10

Your competences – roles and responsibilities

This session will outline the key competences of IA in line with the excellent auditor skill matrix.

11.10 – 11.20

Break

11.20 – 11.50

Where you fit into the complete audit process

This session will look to identify the complete audit process and determine whether you sit within this. We will also discuss adding value to the audit process.

11:50 – 12:20

Audit reporting

This session will run through the audit reporting process,

12:20 – 12.30

Discussion and questions

Homework - Following on from this you will have a competences skills matrix to take away to carry out prior to day two. Follow up points on this will be carried out on day two, but if you need any help / advice please follow up with the trainer.

Programme day two:

9.45-10.00

Join the webinar/ course

10.00 – 10.10

Recap from day one

10.10 – 10:40

Risk – How we identify risk and how we subsequently control them

This session will look at the different categories of risk and how we respond to them. It will also look into controls.

10.40- 11.00

Testing of controls

Considering the risks identified in the first session we will move on to look at the different tests we can carry out to determine whether controls are operating as expected.

11.00 – 11.10

Break

11.10 – 11.50

Key risks for 2024

In this session we will look at the top three risks identified for 2024 and work through an example as a group.

11.50 – 12.20

Discuss outcomes of skills matrix homework & breakout session

12.20 – 12.30

Discussion and questions
