

## Risk Management Group – Progress Report

### Report of the Chief Fire Officer

For further information about this report please contact Paul Raymond, Chief Fire Officer, on 01743 260205 or Martin Timmis, Head of Operations and Risk, on 01743 260285.

### 1 Purpose of Report

This report provides Members with an update on the monitoring of recommendations made by Internal Audit that is undertaken by the Risk Management Group (RMG). The report also deals with progress on other issues.

### 2 Recommendations

Members are asked to:

- a) Note the progress that has been made against the outstanding Internal Audit recommendations from earlier years: and
- b) Agree the changes made to the Internal Audit programme.

### 3 Background

At the last meeting of the Committee the progress made by the Risk Management Group in dealing with significant recommendations was reported. The Committee was told of the relatively large number of recommendations which “Require Attention” and that the RMG had established a process for pursuing their progress. The Committee requested that the position on them should be reported to the next meeting

## 4 Outstanding Recommendations

Members will be aware that Internal Audit provides the Authority with a number of recommendations following each audit. These are categorised as:

- **Fundamental**  
Urgent action is required to prevent material loss.
- **Significant**  
A significant control weakness may lead to errors going undetected.
- **Requires attention**  
Aimed at improving the control environment

The Service has no Fundamental recommendations at this time.

The table below shows the numbers of recommendations outstanding in April 2010, set against the significantly improved position today (November 2010).

Originating year	Significant		Requires Attention	
	April 2010	Nov 2010	April 2010	Nov 2010
2005/06	0	0	5	0
2006/07	0	0	2	0
2007/08	4	4	14	1
2008/09	3	0	20	8
2009/10	6	3	13	1
2010/11	7	2	11	4
<b>Total outstanding</b>	<b>20</b>	<b>9</b>	<b>65</b>	<b>14</b>

Four significant recommendations from 2007/08 remaining outstanding are related to management of mobile telephones and all will be addressed by February 2011 through production and implementation of a new policy document.

Three significant recommendations from 2009/10 remain, and, whilst each has resulted in changes to income and debtors system, there has been insufficient time lapse since implementation to provide meaningful evidence of satisfactory completion.

Work is ongoing on all “requires attention” recommendations and is closely monitored by the Risk Management Group.

## 5 Internal Audit Programme

The Risk Management Group has reviewed the current year’s Audit Plan and agreed to amalgamate the Estates Audit with the Purchasing and Procurement Audit to create a single five-day audit, covering all areas of purchasing including training and I.T.

The reason for the change is the role that Shropshire Council plays in undertaking the Fire Authority's Estates Management through a Service Level Agreement. It was felt that a letter of comfort issued by Internal Audit following their review of the service at Shropshire Council would therefore offer adequate assurance.

It is intended to bring the 2011/12 Internal Audit Plan for approval by the Committee in February. This will be the final year of the four-year plan agreed by the Committee. The RMG will then work to produce a new four-year plan for approval by the Committee next autumn. The Group is anxious to involve the Members and senior officers in judgements as to where particular risks might fall on the Service

## **6 Financial Implications**

There are no direct financial implications arising from this report.

## **7 Legal Comment**

There are no legal implications arising from this report.

## **8 Equality Impact Assessment**

This report records progress against various recommendations made by Internal Audit and therefore has no direct impact on people. It has been assessed against the Service's Brigade Order on Equality Impact Assessments (Personnel 5 Part 2) and this has shown that there are no discriminatory practices or differential impacts upon specific groups arising from this report. An Initial Equality Impact Assessment has not, therefore, been completed.

## **9 Appendices**

There are no appendices attached to this report.

## **10 Background Papers**

### **Audit and Performance Management Committee**

9 September 2010, Paper 13 - Risk Management Group – Internal Audit Progress Monitoring Report

Implications of all of the following have been considered and, where they are significant (i.e. marked with an asterisk), the implications are detailed within the report itself.

Business Continuity Planning		Member Involvement	*
Capacity		National Framework	
Civil Contingencies Act		Operational Assurance	
Efficiency Savings		Public Value	
Financial		Retained	
Environmental		Risk and Insurance	*
Fire Control/Fire Link		Staff	
Information, Communications and Technology		Strategic Planning	
Freedom of Information / Data Protection / Environmental Information		Equality Impact Assessment	*
Legal			