

**WEST MIDLANDS FIRE AND RESCUE AUTHORITY**

**AUDIT AND PERFORMANCE MANAGEMENT COMMITTEE**

**26 MARCH 2012**

1. **REVIEW OF ORGANISATIONAL ASSURANCE**

Report of the Chief Fire Officer.

RECOMMENDED

THAT the Committee notes the update on progress of implementation of the Organisational Assurance recommendations.

2. **PURPOSE OF REPORT**

This report is submitted to inform Members of progress to date on the implementation of the recommendations contained in the report on Organisational Assurance.

3. **BACKGROUND**

On 9 January 2012, the Audit and Performance Management Committee noted the contents and recommendations of the report that followed a review of Organisational Assurance.

	<b>Recommendation</b>	<b>Update</b>	<b>Status</b>
1	Produce an Assurance Map that develops the Corporate Risk Register to enable provision of clear evidence of assurance and to provide a more robust indicator of areas which require developed assurance provided internally or externally.	The structure of the Assurance map and population with risks has been completed. An initial determination of risk scores is underway in collaboration with risk owners. The map will be used alongside the current Corporate Risk Register in the risk management review cycle starting in April 2012 in preparation for its complete adoption in June 2012 following the review cycle.	
2	To enable the provision of robust evidence at the second level of the proposed assurance map, a process should be developed which enables subject matter experts or specialists to	A framework for the development of the proposed local audit process has been established. This work will be undertaken by members of the SPIRiT team at the same time as the	

	come together with individuals with audit skills to conduct a clearly defined audit of a specific area which has raised concern or note at level 1 of the Assurance Map.	implementation of the assurance map in 1 above.	
3	<p>a) The content and costs of the proposed 2012/13 Internal Audit Plan be rigorously examined with the intent of reducing the size of the plan whilst still providing appropriate assurance on the adequacy and effectiveness of the Authority's governance, risk management and internal control processes. This work should form the basis of a further report back to the Audit and Performance Committee in March 2012.</p> <p>b) On the appointment of the new external auditors, a review of the Authority's overall internal audit requirements, cost and provision should be undertaken.</p>	The scope of the 2012/13 internal audit plan has been agreed. We now await more detail on the appointment of external auditors.	
4	It is recommended that work to complete the debrief workbook is completed without delay.	This development is now complete.	
5	Develop peer review arrangements with comparable Metropolitan FRSs to provide external operational assurance.	The proposed peer review has been superseded by implementation of the Operational Assessment (OpA). We have requested an OpA peer challenge and this will be completed from 9 <sup>th</sup> to 12 <sup>th</sup> July 2012.	
6	A review of the provision of legal services should be undertaken. This will explore the full range of options available to ensure that efficiencies and value for money is achieved along with improved service provision.	This review has begun with a meeting of service users to determine the scope of the review. Further consultation is required with the Clerk of the Authority to agree next steps. This review is expected to conclude with recommendations by the end of May 2012.	
7	Develop a process which enables feedback to be sent to an individual, highlighting inaccuracies in the output of their work, raising their awareness and asking for the work to be corrected. This will support 'the requirement to improve data quality through active support for right first time principles', and ensure responsibility for this is apportioned at	This task has been incorporated into the work of the more detailed review of data quality conducted by John Robb. This is expected to conclude by the end of May 2012.	

	the correct level. This will also support the detailed review of data quality being conducted by John Robb in the SPIRiT.		
8	In order to ensure a clear and consistent approach to these developments, a review should be conducted into Standing Order 22/07 Corporate Risk Management and other relevant policies. This will include Elected Members' awareness, including their involvement in developing the necessary tools and policies. Managers whose input into the risk management processes is critical will also be involved in these developments to ensure that the developments are effective and appropriate for all concerned.	The requirements for amendments to supporting policies will follow the implementation of the recommendations above. These are expected to conclude by the end of June 2012.	

Status key		
	Item complete	
	Item behind schedule	
	Item on schedule	

The expected completion dates indicated in the table above provide clarification of the anticipated completion date discussed with the Committee at the January meeting of the Audit and Performance Management Committee. The Assurance map is still on schedule to be completed by the end of March and other areas will be completed as outlined above. This is due to pressures on the capacity to complete this work arising from other commitments in relation to setting up WMFS Business Safety Ltd in the income generation workstream.

#### 4. **EQUALITY IMPACT ASSESSMENT**

In preparing this report an initial Equality Impact Assessment is not required and has not been carried out.

The matters contained in this report do not relate to a policy change and represent a progress update on previously agreed actions.

5. **LEGAL IMPLICATIONS**

There are no legal implications from this report as it is an update on previously agreed actions.

6. **FINANCIAL IMPLICATIONS**

There are no financial implications from this report as it is an update on previously agreed actions.

**BACKGROUND PAPERS**

Report to Audit and Performance Management Committee – 9 January 2012

VIJ RANDENIYA  
CHIEF FIRE OFFICER