

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

AUDIT COMMITTEE

30 March 2009

1. ESTABLISHMENT OF AN AUDIT COMMITTEE MEMBERS SKILLS SET

Report of the Audit Services Manager

RECOMMENDED

THAT the Committee receives and approves the skills audit form as now submitted.

THAT Audit Committee Members be requested to complete skills audit forms and to return them in good time for the results to be reported back to a later Committee meeting.

THAT upon assessment of the results of the audit, a plan of action to address any training gaps be formulated.

2. PURPOSE OF REPORT.

This report is submitted for member comment and approval.

3. BACKGROUND

- 3.1 The Audit Committee undertook a self assessment in December 2008. One of the Committee's conclusions was that, in order for Members to be fully effective in comprehending and assessing the complexities of the Authority's business it was essential for them to possess an appropriate set of skills.
- 3.2 It, therefore, recommended that an Audit Committee Members' Skills Set be established and that an assessment be undertaken to identify and to rectify any skills gap.

- 3.3 A Skills Audit form has now been drawn up for the Committee's consideration. It has been designed to give Members the opportunity to record details of any relevant experience and knowledge and to identify areas where they feel they would benefit from additional training.

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 will not lead to and/or do not relate to a policy change.

5. **LEGAL IMPLICATIONS**

The Accounts and Audit Regulations Act states that a relevant body must "maintain an adequate and effective system of internal audit of its accounting records and of its system of internal control in accordance with the proper internal audit practices".

6. **FINANCIAL IMPLICATIONS**

There are no direct financial implications arising from this report.

7. **BACKGROUND PAPERS**

Audit Committee Skills Audit Proforma

Peter Farrow
Audit Services Manager