

For Publication

**Bedfordshire Fire and Rescue Authority
Service Delivery Policy and Challenge
Group
23 March 2017
Item No. 7**

**REPORT AUTHOR: DEPUTY CHIEF FIRE OFFICER
(SERVICE DELIVERY)**

SUBJECT: NEW INTERNAL AUDIT REPORTS

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Background Papers: Baker Tilly Strategy for Internal Audit
Bedfordshire Fire Authority 2016/17 to 2018/19

Implications (tick ✓):

LEGAL			FINANCIAL	✓
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New		CORE BRIEF	

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To present the report on internal audit in relation to Data Quality – Incident Recording System completed since the last meeting of the Service Delivery Policy and Challenge Group.

RECOMMENDATION:

That Members receive the attached internal audit report and note the associated management comments/actions which will be added to the Service Delivery Audit and Governance Action Plan Monitoring report.

1. Background

- 1.1 Internal audits are completed in accordance with the Internal Audit Annual Plan agreed by the Audit and Standards Committee.

1.2 Each internal audit report details:

- the specific audit conducted,
- the scope of the audit,
- an assessment of the controls in place to manage the relevant objectives and risks,
- the auditors recommendations and priority of these, and
- an action plan which has been agreed with the appropriate Functional Head and approved by the relevant Principal Officer for incorporation into the Audit and Governance Actions Monitoring report.

1.3 All internal audit reports are presented to the appropriate Policy and Challenge Group for endorsement of the actions arising.

2. Internal Audit Reports

2.1 The Appendix A to this report presents the internal audit report on:

- Data Quality - Incident Recording System (completed on 23 December 2016; report finalised on 23 February 2017) (Appendix A). Conclusion: Amber – Reasonable Assurance.

2.2 The actions arising from the above audit will be incorporated as 'new' actions within the Audit and Governance Actions Monitoring Report in June 2017 for on-going monitoring by the Policy and Challenge Group.

2.3 Any slippage or other exceptions arising will also be reported to and monitored by the Audit and Standards Committee.

GLEN RANGER
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