

## **SOUTH YORKSHIRE FIRE & RESCUE AUTHORITY**

Meeting	<b>AUDIT AND GOVERNANCE COMMITTEE</b>
Meeting Date	<b>15 JANUARY 2024</b>
Report of	<b>INTERNAL AUDIT (RSM UK RISK ASSURANCE SERVICES LLP)</b>
Report Sponsor(s)	<b>CLERK TO THE AUTHORITY</b>
Subject	<b>INTERNAL AUDIT PROGRESS REPORT</b>

### **EXECUTIVE SUMMARY**

Following the approval of the Internal Audit Plan for 2023/24 at the Audit and Governance Meeting of the 13<sup>th</sup> March 2023, this report contains the Internal Audit Progress report for review.

This paper provides an update on progress against that plan and summarises the results of our work to date.

### **RECOMMENDATION(S)**

- Consider and receive the report.
- Approve the updates to the Internal Audit Plan.

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### **CONTENTS**

Main Report

## BACKGROUND

### Key Messages

1. Audit dates for the 2023/24 Internal Audit Plan have been agreed with management and scoping meeting dates have also been agreed.
2. Three reports have been issued as final since the last meeting: IT Contract Management (2.23/24), Follow Up (3.23/24) and Community Risk Management Plan (4.23/24), details of which are provided in Section 2 below. A draft report has been issued for the Commercial Premises Inspections review, this will be presented to the next Audit and Governance Committee meeting.
3. A draft Internal Audit Plan for 2024/25 is being presented at this meeting as a separate agenda item.

### Reports

4. IT Contract Management (2.23/24) – Our audit resulted in a reasonable assurance opinion being provided with one medium priority management action being agreed.
5. Follow Up (3.23/24) – Our audit resulted in a reasonable progress opinion being provided with 16 low and one medium priority management action being agreed.
6. Community Risk Management Plan (4.23/24) – Our audit resulted in a substantial assurance opinion being provided with one medium priority action being agreed.

### Appendix A - Progress against the internal audit plan 2023/24

7. This appendix provides a status for each internal audit. The target date per Audit and Governance Committee is stated and, once audits have been completed, the actual Audit and Governance Committee meeting at which the report is presented will be recorded, along with the number and priority of management actions agreed and the assurance conclusion reached.

### Appendix B – Other matters

8. No changes have been made to the Internal Audit Plan since the last Audit and Governance Meeting.

### Appendix C - Key performance indicators (KPIs)

9. The key performance indicators detailed are for information only and will be monitored and reported against throughout the year.

### CONTRIBUTION TO OUR ASPIRATIONS (tick all that apply)

- Be a great place to work-** we will create the right culture, values and behaviours to make this a brilliant place to work that is inclusive for all
- Put people first-** we will spend money carefully, use our resources wisely and collaborate with others to provide the best deal to the communities we serve
- Strive to be the best in everything we do-** we will work with others, make the most of technology and develop leaders to become the very best at what we can be

**CONTRIBUTION TO SERVICE IMPROVEMENT**

(tick all that apply to your report and add supporting information for each in the box below)

- [HMICFRS Inspection Framework e.g. Diagnostic area and/ or diagnostic questions](#)
- [SYFR Inspection report Areas for Improvement \(AFIs\)](#)
- [Fit for the Future Improvement Objectives](#)
- [Professional Standards for Fire & Rescue Services in England](#)
- [SYFR Service Plan 2023-24 Priorities](#)
- [SYFR Community Risk Management Plan 2021-24](#)

**OPPORTUNITIES FOR COLLABORATION** (tick relevant box)

- Yes
- No

If you have ticked 'Yes' please provide brief details in the box below and include the third party/parties it would involve:

**CORPORATE RISK ASSESSMENT AND BUSINESS CONTINUITY IMPLICATIONS** (add information relevant to your report)

10.

**EQUALITY ANALYSIS COMPLETED** (tick relevant box)

- Yes

If you have ticked 'Yes' please complete the below comment boxes providing details as follows:

Summary of any Adverse Impacts Identified:	Key Mitigating Actions Proposed and Agreed:

- No
- N/A

If you have ticked 'No' or 'N/A' please complete the comments box below providing details of why an EA is not required/is outstanding:

**HEALTH AND SAFETY RISK ASSESSMENT COMPLETED** (tick relevant box)

- Yes
- No
- N/A

If you have ticked 'No' or 'N/A' please complete the comments box below providing details of why a Health and Safety Risk Assessment is not required/is outstanding:

**SCHEME OF DELEGATION**

11. Under the South Yorkshire Fire and Rescue Authority [Scheme of Delegation](#) a decision \*is required / \*has been approved at Service level.

Delegated Power  Yes  
 No

If yes, please complete the comments box indicating under which delegated power.

Example

A: Asset Management

A1: Property Management

**IMPLICATIONS**

12. Consider whether this report has any of the following implications and if so, address them below:., Diversity, Financial, Asset Management, Environmental and Sustainability, Fleet, Communications, ICT, Health and Safety, Data Protection, Collaboration, Legal and Industrial Relations implications have been considered in compiling this report.

List of background documents		
Report Author:	Name:	
	e-mail:	
	Tel no:	

