A comprehensive software solution for tracking progress regarding action on recommendations.

Key features

- **Alignment with Board Assurance Framework**
- **Management prompt for action**

- **Enhanced reporting of progress relative to risk**
- **Executive action tracking dashboard**

- **Exception reporting on failure to action**
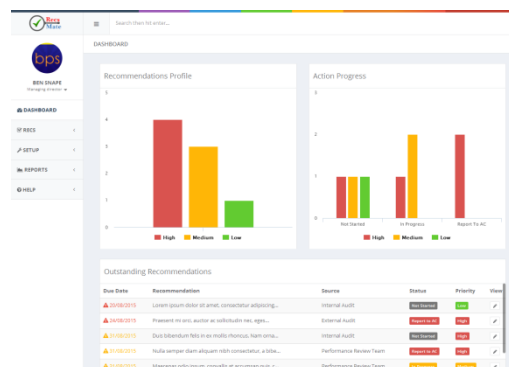- **Fully hosted with remote user access**

Effective recommendation tracking

The effective tracking that action in relation to accepted recommendations is an essential feature of good governance as this allows the direction of precious time at Board, Audit and Risk Committees, Executive Team and Management meetings to be directed at those areas which really matter most – where corrective action or development of processes has not been undertaken in a timescale consistent with risk appetite. RecsMate™ software is focused to report against two key criteria:

- What actions were agreed to be necessary,
- What progress has been made in responding to the recommendations, and
- What risk is the organisation still subject to as a result of delay in implementation of agreed actions.

Defined therefore against what your Board is expecting in terms of remaining within risk appetite, RecsMate™ provides a logical management tracking process with a view to

recording, tracking and reporting upon the successful implementation of agreed actions and eventual closure of risk exposures, giving full recognition to your organisations stated risk definitions in order to priories executive reporting. The system:
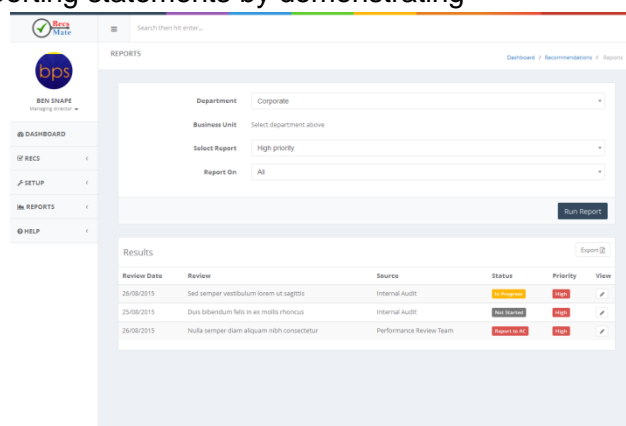

- Records recommendations from all sources – internal and external audit, consultancy reviews, inspections, regulator review and internal project groups
- Identifies reporting needs linked to priories and recorded timescales
- Prompts for action
- Records progress
- Reports on completion, in progress or no change position

Informed reporting

The recommendations reporting tool is designed to provide a range of management information that identifies remaining risk gaps in order to inform and prompt further corrective action. The web hosted solution removes the need for management of multiple spreadsheets and provides an at a glance picture of what remains outstanding on a corporate basis. This will elevate understanding of real business issues that remain outstanding and transform your organisations ability to support governance reporting statements by demonstrating control in a transparent and timely manner.

The system incorporates a full suite of recommendations focused reporting presented as executive reports as well as a dashboard of the key issues impacting on your organisation. These may relate to assurance regarding definitions within risk appetite, risk management action tracking, project risk and incident reporting.

An Internal Audit tool

Professional standards (IPPF 2500) require that the chief audit executive must establish a follow-up process to monitor and ensure that management actions have been effectively implemented or that senior management has accepted the risk of not taking action.

RecsMate™ may therefore be the essential internal audit tool that facilitates timely follow up of recommendations for your internal audit team as it identifies both completed and outstanding actions, therefore acting as a prompt for internal audit review or intervention. This is essential information that enables effective communication with the Audit Committee and production of the Chief Audit Executives Annual Report.

The software application

RecsMate™ is a hosted web-based management tool that can be operated through a facilities management arrangement delivered by Business Risk Solutions or by your organisation through the identification of those managers with responsibility for ownership of recommendations.

RecsMate™ software is fully hosted in a secure environment, allowing remote user access to your selected users and therefore enabling real time integration with other governance information.

Demonstration

To arrange a free month trial or an informal, no obligation demonstration of RecsMate's™ capabilities please contact us via our web site www.gatewayassure.com or call our office on 01952 740403.

RecsMate™ has been developed as a comprehensive recommendation tracking solution through a partnership between BPS Design Ltd (software specialists) and Business Risk Solutions (a risk management and assurance consultancy).