

Office of the Cambridgeshire Police and Crime Commissioner and Cambridgeshire Constabulary

Internal Audit Progress Report – 2014/15

Joint Audit Committee Meeting – 26 September 2014

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1. Introduction

- 1.1 The periodic internal audit plan for 2014/15 was approved by the Joint Audit Committee in March 2014. This report summarises the outcome of work completed to date against that plan, and Appendices B and C provide cumulative data in support of internal audit performance.

2. Final Reports Issued

2.1 2013/14

We have held a meeting with management to discuss the Collaboration – Procurement (16.13/14) report. We have made some amendments to this report, which has been issued as a revised draft and final management responses are currently being co-ordinated and will be shared with us shortly to enable this report to be finalised. This is the only report still in draft from 2013/14.

2014/15

We have finalised one report since the last Committee Meeting, this is in the area of:

- Governance Framework (1.14/15)

We have included in Appendix D, the agreed action plans of the finalised report (including High and Medium recommendations only).

3. Key Findings from Internal Audit Work

- 3.1 The Joint Audit Committee (JAC) should note that the assurances given in our audit assignments are included within our Annual Assurance report. In particular the JAC should note that any negative assurance opinions will need to be noted in the annual report and may result in a qualified or negative annual opinion. We have not issued any reports to date that will negatively impact our year end opinions for either the Force or the OPCC.
- 3.2 No common weaknesses have been identified within our reports so far for 2014/15.

4. Work in Progress or Planned

4.1 We have issued the following report is draft and we are awaiting management responses to the recommendations before this can be finalised. This will be reported to the next JAC meeting:

- Commissioning, Partnership Working and Delivery of the PCP,

5. Planning and Liaison

5.1 Meetings have been held with the Chief Finance Officers to discuss the work completed to date, scoping of upcoming reviews and our key findings. In addition, regular meetings have been held with the Internal Auditors for Hertfordshire Police (Baker Tilly also provides the Internal Audit Service to Bedfordshire Police) to discuss the progress of the collaborative reviews.

6. Other Assurances

6.1 As part of our agreed audit plan we included some collaborative reviews across Bedfordshire, Cambridgeshire and Hertfordshire. We have included in Appendix B the outcome of the final reviews including the level of assurance and number of recommendations. The final reports have been sent to members of the Committee separately for information, however, the scrutiny of these reviews will be undertaken by the individual Joint Audit Committee.

7. Changes to our Plan

Since the last Committee we have been requested by management to delay the review of Child Protection & Equality from Q1 to Q3.

8. Sector Guidance

We have issued the following publications and updates electronically since the last Joint Audit Committee:

Police Risk Register Analysis – August 2014

In this paper we have provided an analysis of the contents of police risk registers, including those of Office of the Police & Crime Commissioners (OPCC) and Police Forces. This analysis provides valuable insight and intelligence of the current risk landscape facing the policing sector.

Emergency Services News Briefing - August 2014

- Policing in austerity: Meeting the challenge
- Consultation on HMIC's programme for regular force inspections
- Reform of anti-social behaviour powers, statutory guidance for frontline professionals
- Home Office guidance: Police officer misconduct, unsatisfactory performance and attendance management procedures
- Preparing for the National Fraud Initiative 2014/15

Local Government News Briefing - July 2014

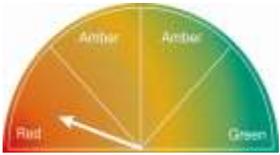
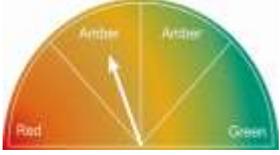
- Home Office unveils new police corruption offence
- Collaboration - the bigger reward
- Making savings from contract management
- The National Fraud Initiative

Local Government News Briefing - June 2014

- CIPFA Conference - Risk, Resilience, Reform: Creating a Sustainable Future
- National Fraud Initiative, June 2014 report
- Serious Crime Bill

APPENDIX A: Definitions of the levels of assurance and the classification of recommendations

Recommendation Categorisation			
Priority	Description		
High	Recommendations are prioritised to reflect our assessment of risk associated with the control weaknesses.		
Medium			
Low			

Opinions			
The definitions for the level of assurance that can be given are:			
Opinion	Description	Opinion	Description
	<p>Taking account of the issues identified, the OPCC & Force cannot take assurance that the controls upon which the organisation relies to manage this risk/area are suitably designed, consistently applied or effective. Action needs to be taken to ensure this risk is managed.</p>		<p>Taking account of the issues identified, the OPCC & Force can take reasonable assurance that the controls upon which the organisation relies to manage this risk/area are suitably designed, consistently applied and effective. However we have identified issues that, if not addressed, increase the likelihood of the risk materialising.</p>
	<p>Taking account of the issues identified, whilst the OPCC & Force can take some assurance that the controls upon which the organisation relies to manage this risk/area are suitably designed, consistently applied and effective, action needs to be taken to ensure this risk is managed.</p>		<p>Taking account of the issues identified, the OPCC & Force can take substantial assurance that the controls upon which the organisation relies to manage this risk/area are suitably designed, consistently applied and effective.</p>

APPENDIX B: OPERATIONAL PLAN PERFORMANCE 2014/15

Detailed below is a summary of the work undertaken 2014/15 to date, showing the levels of assurance given and the number of recommendations arising. Definitions with regard to the levels of assurance and the classification of recommendations are provided overleaf.

There is one report being discussed at this meeting which is highlighted in bold below.

2013/14

Auditable Area	Status	Assurance level given	Number of Recommendations Made				
			H	M	L	In Total	Agreed
Collaboration – Procurement (16.13/14)	In discussion with management						

2014/15

Auditable Area	Status	Assurance level given	Number of Recommendations Made				
			H	M	L	In Total	Agreed
Governance Framework	FINAL	OPCC – Green Force – Green	0	0	5	5	5

APPENDIX C: 2014/15 WORK IN PROGRESS (including reports still in draft)

Auditable Area	Planned start date	Status / Comments
Commissioning, Partnership Working and Delivery of the PCP	26/08/2014	Draft Report issued 15 th September 2014
Asset Management	20/10/2014	
Payroll (including Pensions and Expenses)	03/11/2014	
Budgetary Control	06/11/2014	
General Ledger	06/11/2014	
Child Protection & Equality	17/11/2014	Request by management to delay from Q1 to Q3
Follow Up	19/01/2015	
Risk Management	19/01/2015	
Complaint Handling, Integrity & Transparency	02/03/2015	
Proactive Fraud	TBC – Q3	
Seized and Lost Property	TBC – Q4	
IT Strategy	Jan 2015	To be completed by SIAS (Herts)

Other Assurances (for information only)

Auditable Area	Status	Assurance level given	Number of Recommendations Made				
			H	M	L	In Total	Agreed
Bedfordshire							
JPS Governance Follow up	Final	Amber / Green	1	0	1	2	2
Governance Arrangements for Eastern Region Serious Organised Unit (ERSOU) & Counter Terrorism Unit (CTU)	Draft issued 5/09/14						
Preparedness for Athena	Q4						
Hertfordshire							
Wider ERSOU (Eastern Region Special Operations Unit) - Covert Accounts and operations	FINAL	SIAS - Substantial	0	2	6	8	8
Collaborative Financials	Nov 14	To be completed by SIAS (Herts)					
Cameras Tickets and Collisions	TBC	To be completed by SIAS (Herts)					

SIAS - Different opinions used (Full, Substantial, Moderate, Limited, No Assurance)

APPENDIX D: Action Plans (HIGH and MEDIUM recommendations only) further information for Red and Amber / Red opinions.

Assignment: Governance Framework (1.14/15)	Opinions: OPCC – Green Force – Green	Recs: H - 0 M - 0 L - 5
No High or Medium recommendations		