

Schedule of Internal Audit Projects 2013/14

| Full Reviews | | | | Recommendations | | | |
|---|--------------|---------------------------------------|---------------------|-----------------|-------------|-------------|-------|
| Project | Planned Days | Planned Completion Date | Current Stage | Total Red | Total Amber | Total Green | Total |
| <p>CITY FIRST PROJECT</p> <p>The major review of the Force was completed in March 2013. An internal audit review of the on-going project work was undertaken during 2012/13. This review will look at the outcomes of the City First Project, including lessons learned and initial compliance to the revised Force structure as this is bedded in.</p> | 5 | 30 th November 2013 | Final Report Issued | | | 1 | 1 |
| <p>POLICE PROJECT OFFICE</p> <p>This review has been requested by Assistant Commissioner Ian Dyson to examine the work of the Project Office, its processes, compliance with relevant City regulations, and how the office's activities interface with the City Corporations overall capital works programme.</p> | 10 | Fieldwork 31 st March 2014 | Fieldwork | | | | |

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| ASSURANCE MAPPING EXERCISE In order to provide Members with details of how the risks City's departments and the City Police face are mitigated, and to identify areas where limited internal audit resources need to be targeted, a programme of assurance mapping exercises will, therefore, be undertaken. | 5 | Final Report 28 th February 2014 | Draft Report | | | | |
| POLICE COMPENSATION CLAIMS During the course of police operations there are inevitable incidents where innocent parties are inadvertently affected by police activity. The management of claims made against the Police including arrangements to mitigate the risk of claims being made will be examined. | 20 | Fieldwork 31 st March 2014 | Fieldwork | | | | |
| THIRD PARTY PAYMENTS The City Police procure a range of services from external organisations in support of their operations; this expenditure includes consultancy work. This review will include an analysis of the categories of payments and determine compliance with the City's Financial Regulations. It will also examine budgetary control and establish the justification for making expenditure of this nature. | 15 | Final Report 31 st March 2014 | Fieldwork Completed | - | - | - | - |

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| FEES AND CHARGES The City Police generates income for operational and advisory activities where legislative powers to do so exist. This review will examine the processes, controls and security related to the collection, recording and banking of income. It will also consider the activity of the Force in seeking new income streams. | 20 | Draft Report 31 st March 2014 | Terms of Reference Issued | - | - | - | - |
| FLEET MANAGEMENT VFM The City Police Force operates a diverse fleet of vehicles to enable a responsive policing presence within the square mile and beyond. Arrangements for the procurement, maintenance and usage of vehicles will be examined, including potential efficiency savings. | 10 | Draft Report 31 st March 2014 | Fieldwork | - | - | - | - |

| | | | | Recommendations | | | |
|----------------------------------|---|---------------------------------|-------------|------------------------|---|---|---|
| Spot Check Reviews | | | | | | | |
| Property & Front Offices | 4 | 26 th June 2013 | Completed | - | - | 2 | 2 |
| Bernard Morgan House Cash Check | 5 | 26 th June 2013 | Completed | | | | |
| Procurement Processes | 5 | 30 th September 2013 | Completed | - | - | 1 | 1 |
| Police Performance Measures | 3 | 31 st March 2014 | Fieldwork | - | - | - | - |
| Police Officers' Travel Expenses | 5 | 25 th July 2013 | Completed | - | - | 2 | 2 |
| Police Officer's Ad Hoc Payments | 5 | 8 th August 2013 | Completed | - | - | - | - |
| Pre-Employment Screening | 5 | 8 th August 2013 | Completed | | | | |
| Recruitment CSA | 3 | 8 th August 2013 | Completed | - | - | 1 | 1 |
| Seized Goods | 5 | 31 st March 2014 | Not started | | | | |