

## Schedule of Internal Audit Projects 2013/14

Full Reviews		Recommendations					
Project	Planned Days	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 <sup>th</sup> November 2013	Completed	-	-	1	1
<p>POLICE PROGRAMME 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	3rd November 2014	Completed	-	-	1	1

<b>Full Reviews</b>				<b>Recommendations</b>			
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<b>ASSURANCE MAPPING EXERCISE</b> 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	3 <sup>rd</sup> November 2014	Completed	-	-	-	-
<b>POLICE COMPENSATION CLAIMS</b> 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	14 <sup>th</sup> November 2014	Completed	-	-	3	3
<b>THIRD PARTY PAYMENTS</b> 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	30 <sup>th</sup> May 2014	Completed	-	-	4	4

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<b>FEES AND CHARGES</b> 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	13 <sup>th</sup> June 2014	Completed	-	2	-	2
<b>FLEET MANAGEMENT VFM</b> 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	13 <sup>th</sup> June 2014	Completed	-	-	3	3

	Planned Days	Planned Completion Date	Current Stage	Recommendations			
				RED	AMBER	GREEN	TOTAL
<b>Spot Check Reviews</b>							
Property & Front Offices	4	26 <sup>th</sup> June 2013	Completed	-	-	2	2
Bernard Morgan House Cash Check	5	26 <sup>th</sup> June 2013	Completed	-	-	1	1
Procurement Processes	5	30 <sup>th</sup> September 2013	Completed	-	-	1	1
Police Performance Measures	3	30 <sup>th</sup> May 2014	Completed	-	1	5	6
Police Procurement Cards	10	13 <sup>th</sup> May 2014	Completed		1	1	2
Police Officers' Travel Expenses	5	25 <sup>th</sup> July 2013	Completed	-	-	2	2
Police Officer's Ad Hoc Payments	5	8 <sup>th</sup> August 2013	Completed	-	-	-	-
Pre-Employment Screening	5	8 <sup>th</sup> August 2013	Completed	-	-	-	-
Recruitment CSA	3	8 <sup>th</sup> August 2013	Completed	-	-	1	1
Seized Goods	5	30 <sup>th</sup> May 2014	Completed	-	1	2	3