



# POLICE AND CRIME COMMISSIONER FOR STAFFORDSHIRE AND CHIEF CONSTABLE FOR STAFFORDSHIRE

## Internal Audit Progress Report

Presented at the ETAP of

10 December 2018

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# 1 SUMMARY OF PROGRESS TO DATE

Since the last ETAP we have issued **two final** reports from the 2018/19 internal audit plan.

Our assignment reports are included as separate agenda items.

**Reports shown in bold are being presented at this meeting.**

Assignments	Status	Date	Opinion	Actions agreed		
				H	M	L
FINAL REPORTS						
Financial Management – (Force)	FINAL	Audit started 06/08/18	Partial Assurance	6	6	1
Risk Management (Joint)	FINAL	Audit started 06/08/18	Substantial Assurance	0	1	0
Governance (OPCC)	FINAL	Audit started 23/09/18	Substantial Assurance	0	1	1
Key Financial Controls (Force)	FINAL	Audit started 12/11/18	Reasonable Assurance	0	2	6

<b>LOOKING AHEAD</b>		
Data Quality – Niche Implementation	Scope issued and work to start 10 December	March 2019
Cash & Property	Scope issued and work to take place w/c 21 January	March 2019
Project Management	Scope to be agreed following meetings with key officers	March 2019
Savings Programme	Work in progress – fieldwork commenced 5 December	January 2019
Overtime	Scope issued and work to take place w/c 14 January	March 2019
Follow Up	Fieldwork in Progress	January 2019

## 2 OTHER MATTERS

### 2.1 Changes to the internal audit plan

Since the previous ETAP meeting there has been one change to the internal audit plan:

Auditable area	Reason for change
Oracle/ERP	Management have requested that this review be deferred until 2019/20, due to timings of Oracle implementation. It is proposed that the Overtime originally planned for 2019/20 will be undertaken in January 2019. The audit will be a Force audit.

### 2.2 Information and briefings

We have not issued any specific sector briefings since the last ETAP meeting. We have produced a separate analysis report of Police Risk Register's and we will circulate copies at the ETAP meeting on Monday.

## 2.3 Key performance indicators (KPIs) 2018/19 Plan

Measure	Target	YTD Actual	Explanation of variance	Notes
Proportion of audit plan complete or in progress: %	100%	50%	On track for completion.	100% target for the year.
Average working days between debrief meeting and draft report being issued	15 days	5 days		
Average working days taken for management to respond to draft report	15 days	5 days		
Final report issued within 3 working days of management response	95%	100%		
% of staff with CCAB/CMIIA qualifications /qualified by experience on audits	50%	100%		QBE = 10+ years relevant sector experience

## FOR FURTHER INFORMATION CONTACT

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