



**Southern Internal
Audit Partnership**

Assurance through excellence
and innovation

**Office of the Police and Crime Commissioner for Hampshire & Isle of Wight and Hampshire &
Isle of Wight Constabulary**

Internal Audit Progress Report (May 2023)

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1. Role of Internal Audit

The requirement for an internal audit function in local government is detailed within the Accounts and Audit (England) Regulations 2015, which states that a relevant body must:

‘Undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance.’

The standards for ‘proper practices’ are laid down in the Public Sector Internal Audit Standards [the Standards – updated 2017].

The role of internal audit is best summarised through its definition within the Standards, as an:

‘Independent, objective assurance and consulting activity designed to add value and improve an organisations’ operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes’.

The Police and Crime Commissioner and Chief Constable are responsible for establishing and maintaining appropriate risk management processes, control systems, accounting records and governance arrangements. Internal audit plays a vital role in advising the Police and Crime Commissioner and Chief Constable that these arrangements are in place and operating effectively.

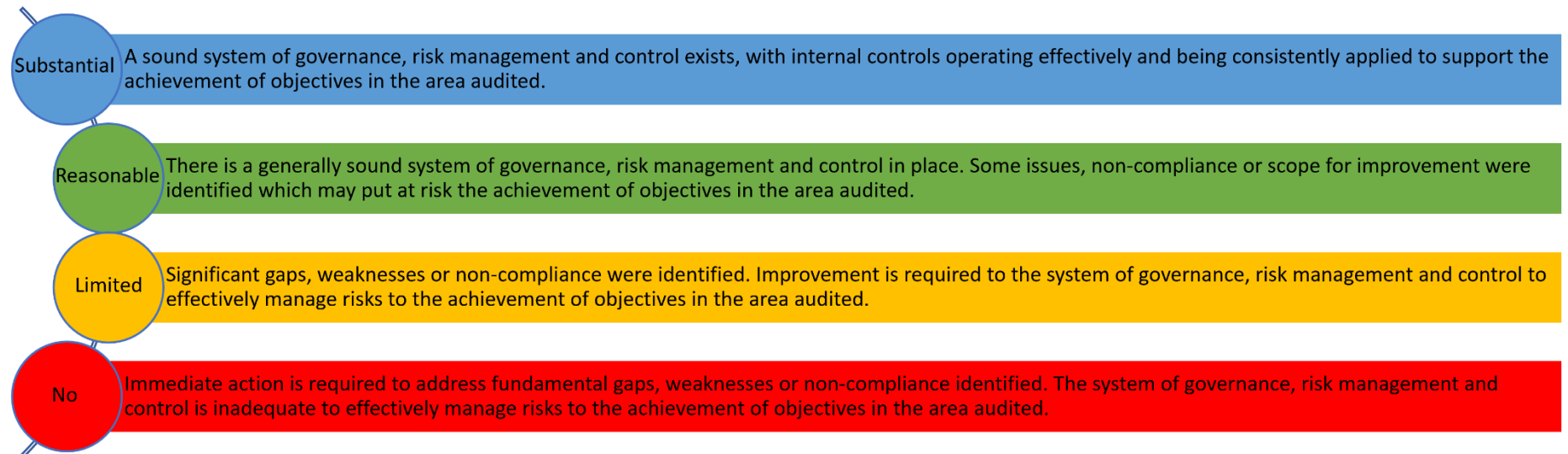
The Office of the Police and Crime Commissioner and Constabulary’s response to internal audit activity should lead to the strengthening of the control environment and, therefore, contribute to the achievement of the organisations’ objectives.

2. Purpose of report

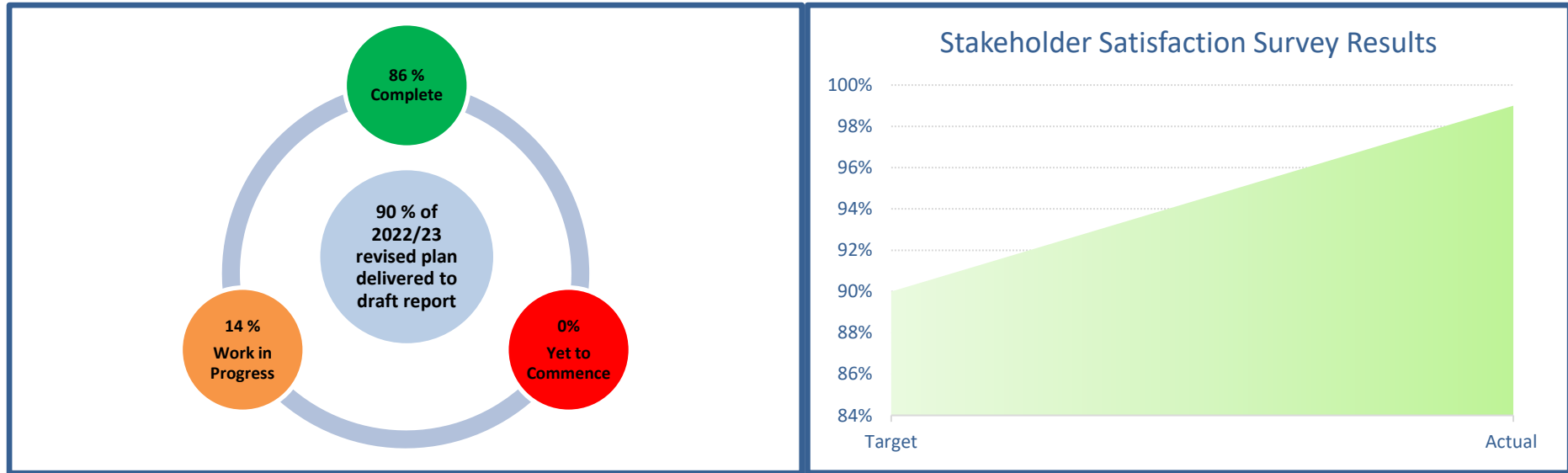
In accordance with proper internal audit practices (Public Sector Internal Audit Standards) and the Internal Audit Charter, the Chief Internal Auditor is required to provide a written status report to Senior Management and the Board, summarising:

- The status of 'live' internal audit reports;
- an update on progress against the annual audit plan;
- a summary of internal audit performance, planning and resourcing issues; and
- a summary of significant issues that impact on the Chief Internal Auditor's annual opinion.

Internal audit reviews culminate in an opinion on the assurance that can be placed on the effectiveness of the framework of risk management, control and governance designed to support the achievement of management objectives of the service area under review. The assurance opinions are categorised as follows:



3. Performance dashboard



Compliance with Public Sector Internal Audit Standards

An External Quality Assessment of the Southern Internal Audit Partnership was undertaken by the Institute of Internal Auditors (IIA) in September 2020. The report concluded:

'The mandatory elements of the IPPF include the Definition of Internal Auditing, Code of Ethics, Core Principles and International Standards. There are 64 fundamental principles to achieve with 118 points of recommended practice. We assess against the principles. It is our view that the Southern Internal Audit Partnership conforms to all 64 of these principles. We have also reviewed SIAP conformance with the Public Sector Internal Audit Standards (PSIAS) and Local Government Application Note (LGAN). We are pleased to report that SIAP conform with all relevant, associated elements.'

4. Analysis of 'Live' audit reviews

Audit Review	Report Date	Audit Sponsor	Assurance Opinion	Total Management Action(s)*	Not Yet Due	Complete	Overdue		
							L	M	H
OPCC Safeguarding	08.09.20	CFO (OPCC)	Reasonable	8 (0)	0 (0)	7 (0)		1***	
Health and Safety **	12.10.21	CFO (HC)	Limited	7 (3)	0 (0)	7 (3)			
Vetting	26.04.22	Head of PSD	Substantial	1(0)	0 (0)	0 (0)	1		
Commissioning of Shared Services by the Constabulary **	22.08.22	CFO (HC)	Limited	3 (2)	0 (0)	3(2)			
Fleet Management	06.10.22	CFO (CC)	Limited	11 (1)	0 (0)	8 (1)	3		
Police Educational Qualification Framework (PEQF) **	13.12.22	CFO (CC)	Limited	6 (6)	0 (0)	6 (6)			
Victim Support	22.12.22	CFO (CC) CFO (OPCC)	Limited	11 (0)	0 (0)	4 (0)	1	6	
Hardship Fund **	09.01.23	CFO (CC)	Limited	7 (7)	0 (0)	7 (7)			
Risk Management	06.02.23	CFO (CC)	Reasonable	13 (0)	0 (0)	4 (0)	4	5	
Public Order and Firearms Training - JOU Collaborated	09.02.23	CFO (CC)	Reasonable	4 (2)	3 (2)	1 (0)			
Total							9	12	0

*Total number of actions (total number of high priority actions)

** All actions completed since our last report.

*** Update from the OPCC - Further to the last update the Training Needs Assessment is being progressed. A training prioritisation committee is being set up and at its first meeting will consider high priority / risk training needs within which safeguarding training will feature.

5. Planning & Resourcing

The internal audit plan for 2022-23 was presented to the Joint Audit Committee in February 2022 is outlined below. The 2023-24 internal audit plan was reviewed by the Joint Audit Committee in February 2023 and details will be included in our next progress report in September 2023.

The audit plan remains fluid to provide a responsive service that reacts to the changing needs of the Police and Crime Commissioner and Constabulary. Progress against the plan is detailed within section 6.

6. Rolling Work Programme

Audit Review	Sponsor	Scoping	Audit Outline	Fieldwork	Draft Report	Final Report	Assurance Opinion	Comment / Date issued if not finalised
2022/23 Audit Plan								
Hardship Fund	ACC	✓	✓	✓	✓	09.01.23	Limited	
Public Order and Firearms Training - JOU Collaborated	ACC JOU	✓	✓	✓	✓	09.02.23	Reasonable	
Fleet Management	CFO (HC)	✓	✓	✓	✓	06.10.22	Limited	
Police Educational Qualification Framework (PEQF) – Protected Learning	ACC	✓	✓	✓	✓	13.12.22	Limited	
Independent Custody Visitors	C EX OPCC	✓	✓	✓	✓	22.12.22	Limited	
Risk Management - Constabulary	ACC	✓	✓	✓	✓	06.02.23	Reasonable	
Victim Support	H of CJ (OPCC) ACC C&CJ	✓	✓	✓	✓	22.12.22	Limited	
CIPFA Financial Management Code (Constabulary)	CFO (HC)	✓	✓	✓	✓	05.10.22	Substantial	
CIPFA Financial Management Code (OPCC)	CFO	✓	✓	✓	✓	11.10.22	Substantial	

Audit Review	Sponsor	Scoping	Audit Outline	Fieldwork	Draft Report	Final Report	Assurance Opinion	Comment / Date issued if not finalised
	(OPCC)							
JOU Collaboration - Finance	ACC JOU CFO (HC)	✓	✓	✓	✓	03.10.22	Reasonable	
Agency Staff - use of TempForce and Redsnapper	ACC C&CJ	✓	✓	✓				Q3 - Delays due to availability of information
Data Quality	ACC	✓	✓	✓	✓	02.05.23	Position Statement	
OPCC - General and Statutory PCC Duties	C EX OPCC	✓	✓	✓	✓			Draft report issued 05.05.23
Health and Safety	ACC	✓	✓	✓				Review stage – close meeting 15.05.23
National Fraud Initiative (NFI)	CFO (HC)	N/A	N/A	✓	N/A	N/A	N/A	
Shared Services Audit Plan 2022/23								
PCI DSS		N/A	N/A	✓	N/A	N/A	Submission complete	
Banking		✓	✓	✓	✓	16.01.23	Substantial	
Pay Review and Award Process		✓	✓	✓	✓			Q3
TUPE		✓	✓	✓	✓	04.05.23	Limited	
Budget Planning		N/A	N/A	N/A	N/A	N/A	N/A	Not applicable – audit scope was to review role of budget managers. In H&IWC budget planning is carried out by the Finance Team.
Treasury Management		✓	✓	✓	✓	04.05.23	Substantial	
TVP Collaboration audits 2022/23*								
ICT / Digital Strategy		✓	✓	✓	✓	18.04.23	Reasonable	

Audit Review	Sponsor	Scoping	Audit Outline	Fieldwork	Draft Report	Final Report	Assurance Opinion	Comment / Date issued if not finalised
ICT – Software Asset Management		✓	✓	✓	✓	23.01.23	Reasonable	
ICT - Windows Licensing	Audit removed due to the risk areas relating to this audit being covered by the current ICT Software Asset Management review.							
ICT - Enterprise / M365 Security Management		✓	✓	✓	✓	17.03.23	Reasonable	
ICT – Project Assurance Framework		✓	✓	✓	✓	03.05.23	Reasonable	

*Data received from Thames Valley Police Internal Auditors.

Audit Sponsors	
DCC	Deputy Chief Constable
ACC	Assistant Chief Constable
CFO (HC)	Chief Finance Officer (Hampshire Constabulary)
C EX (OPCC)	Chief Executive (Office of the Police and Crime Commissioner)
CFO (OPCC)	Chief Finance Officer (Office of the Police and Crime Commissioner)
H of CJ (OPCC)	Head of Criminal Justice (Office of the Police and Crime Commissioner)
ACC C&CJ	Assistant Chief Constable, Crime and Criminal Justice
ACC JOU	Assistant Chief Constable, Joint Operations Unit

7. Adjustments to the Internal Audit Plan

There have been the following amendments to the plan:

Plan Variations for 2022/23	
Removed from the plan	Reason
Forensics Project Management	Removed following discussion with the Chief Finance Officer. Other sources of assurance in place.
OPCC Risk Management	Deferred to 2023/24 due to ongoing impact of OPCC restructure.

Estates	Deferred to 2023/24 due to ongoing work in this area / need for assurance once the work is complete.
OPCC Oversight and Scrutiny	Renamed OPCC - General and Statutory PCC Duties following clarification of scope.
Added to the plan	Reason
OPCC - General and Statutory PCC Duties	Renamed following clarification of scope – originally included as OPCC Oversight and Scrutiny.

Key to TVP assurance ratings

