



Internal Audit

FINAL

Police and Crime Commissioner for Gwent and the Chief Constable Gwent Police

Summary Internal Controls Assurance (SICA) Report

2021/22

September 2022

Summary Internal Controls Assurance

Introduction

1. This summary controls assurance report provides the Joint Audit Committee with an update on the emerging Governance, Risk and Internal Control related issues and the progress of our work at Gwent Police as at 24th August 2022.

Audits completed since the last SICA report to the Joint Audit Committee

2. The table below sets out details of audits finalised since the previous meeting of the Joint Audit Committee. All reports listed relate to 2021/22.

Audits completed since previous SICA report

Review	Evaluation	Key Dates			Number of Recommendations			
		Draft issued	Responses Received	Final issued	1	2	3	OEM
Collaborative Counter Fraud	Substantial	15th July 2022	15th July 2022	15th July 2022	-	-	-	-
HR Management – Recruitment and Training	Substantial	19th July 2022	20th July 2022	20th July 2022	-	-	-	-
Estate Management - Delivery	Reasonable	15th July 2022	22 nd July 2022	22 nd July 2022	-	1	-	-

3. There are no issues arising from these findings which would require the annual Head of Audit Opinion to be qualified and this was reflected in the final 2021/22 Annual Report. Delivery of the 2022/23 fieldwork has commenced

Progress against the 2022/23 Annual Plan

4. All 2021/22 work has been completed and is summarised in Appendix A. Our progress against the Annual Plan for 2022/23 is set out in Appendix B.

Changes to the Annual Plan 2022/23

5. One change has been made to the Annual Plan for 2022/23. The contract management audit will be replaced by an audit of vehicle recovery.

Progress in actioning priority 1 recommendations

6. We have been advised that progress of completion of recommendations is monitored internally and not to include within this summary report, following a decision at the February 2016 Joint Audit Committee.

Root Cause Indicators

7. The Root Cause Indicators (RCI) have been developed by TIAA to provide a strategic rolling direction of travel governance, risk and control assessment for Gwent Police. Each recommendation made is analysed to establish the underlying cause of the issue giving rise to the recommendation (RCI). The analysis needs to be considered over a sustained period, rather than on an individual quarter basis. Percentages, rather than actual number of reviews/recommendations made permits more effective identification of the direction of travel, however the number of recommendations is included in brackets for context. A downward arrow signifies a positive reduction in risk in relation to the specific RCI.

RCI – Direction of Travel Assessment

Root Cause Indicator	Qtr 4 (2020/21)	Qtr 1 (2021/22)	Qtr 2 (2021/22)	Qtr 3 (2021/22)	Qtr 4 (2021/22)	Qtr1 (2022/23)	Medium term Direction of Travel	Audit Observation
Directed								
Governance Framework	22% (3)	n/a	9% (1)	33% (2)	40% (2)	-	↓	The Q1 2022/23 figures relate to the completion of the 2021/22 audit work.
Risk Mitigation	-	n/a	9% (1)	-	-	-	↔	
Control Compliance	57% (8)	n/a	55% (6)	50% (3)	60% (3)	100% (1)	↑	
Delivery								
Performance Monitoring	14% (2)	n/a	27% (3)	-	-	-	↔	
Financial Constraint	7% (1)	n/a	-	-	-	-	↔	
Resilience	-	n/a	-	17% (1)	-	-	↔	

Frauds/Irregularities

8. We have not been advised of any frauds or irregularities in the period since the last SICA report was issued.

Other Matters

9. We have issued a number of briefing notes and fraud digests, shown in Appendix C, since the previous SICA report.

Briefing Note
Internal Audit: Untapped Potential
Public Sector Readiness for Net Zero Carbon by 2030
UK Government reveals new Data Protection rules
Increase in rising cost of living related crime
Rise in Environmental, Social and Governance and supply chain fraud
Fraud Alert
Smishing
Supplier Mandate Fraud
WhatsApp Smishing

We have also issued a Fraud Stop brochures for Spring 2022 including a court round up, scam alerts and prevention case studies.

Responsibility/Disclaimer

10. This report has been prepared solely for management's use and must not be recited or referred to in whole or in part to third parties without our prior written consent. The matters raised in this report not necessarily a comprehensive statement of all the weaknesses that exist or all the improvements that might be made. No responsibility to any third party is accepted as the report has not been prepared, and is not intended, for any other purpose. TIAA neither owes nor accepts any duty of care to any other party who may receive this report and specifically disclaims any liability for loss, damage or expense of whatsoever nature, which is caused by their reliance on our report.

Progress against Annual Plan 2021/22

System	Planned Quarter	Current Status	Comments
Business Continuity Recovery Planning	1	Final report issued 29 th September 2021	Presented to December 2021 JAC
Risk Management – Reporting Mechanisms	1	Final report issued 6 th October 2021	Presented to December 2021 JAC
Fleet Management – Single System Electric Vehicles	1	Final report issued 3 rd November 2021	Presented to December 2021 JAC
Local Policing – Property and Cash – Part 2 (carried forward from 2020/21)	1	Planned 15 th December 2021	Deferred from Q1 at client's request. A further request has been received to defer again to Q2 2022/23
Service Improvement Board themes	2	Final report issued 29 th September 2021	Presented to December 2021 JAC
Vetting	2	Final report issued 29 th September 2021	Presented to December 2021 JAC
Estate Management - Delivery	2	Final report issued 22 nd July 2022	Presented to September 2022 JAC
Follow Up Quarter 2	2	Final report issued 5 th November 2021	Presented to December 2021 JAC
HR Management – Absence Management	3	Final report issued 4 th November 2021	Presented to December 2021 JAC
HR Management – Recruitment and Training*	3	Final report issued 20 th July 2022	Presented to September 2022 JAC
Firearms Licensing	4	Final report issued 18 th May 2022	Presented to June 2022 JAC
Follow up – Quarter 4	4	Final report issued 21 st April 2022	Presented to June 2022 JAC
Collaborative Audits			
Collaborative- Counter Fraud (Anti-Fraud Procurement)	4 3	Final report issued 15 th July 2022	Presented to September 2022 JAC
Collaborative- Pensions – All Wales Pension Board	2	Final report issued 11 th November 2021	Presented to December 2021 JAC
Collaborative- Safety Camera Partnership	2	Final report issued 23 rd November 2021	Presented to December 2021 JAC

System	Planned Quarter	Current Status	Comments
Collaborative- Automatic Number Plate Recognition (ANPR)	2	Final report issued 12 th January 2022	Presented to March 2022 JAC
Collaborative- Agile Working	2	Final report issued 1 st October 2021	Presented to December 2021 JAC
Collaborative- Electronic Time Management	2	Final report issued 27 th April 2022	Presented to June 2022 JAC
Collaborative- General Ledger	3	Final report issued 25 th November 2021	Presented to December 2021 JAC
Collaborative- Debtors	3	Final report issued 15 th March 2022	Presented to June 2022 JAC
Collaborative- Fixed Assets	3	CANCELLED	Replaced by Firearms Licensing
Collaborative- Payroll	3	DEFERRED To Q2 2022/23	
Collaborative- Creditors	3	DEFERRED to Q2 2022/23	Lead Force – SWP Delayed due to AC illness
Collaborative- Budgetary Control	3	Final report issued 26 th January 2022	Presented to March 2022 JAC
Collaborative- Treasury Management	3	Final report issued 2 nd February 2022	Presented to March 2022 JAC

KEY:

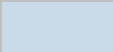
	To be commenced		Site work commenced		Draft report issued		Final report issued
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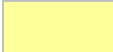
Progress against Annual Plan 2022/23

System	Planned Quarter	Current Status	Comments
Contract Management	1	Date to be confirmed	To be replaced by a review of vehicle recovery.
Social Media	2	Planned 30 th August 2022	
General Ledger	2	Date to be confirmed	
Follow Up - Mid Year	2	Ongoing	Recommendations provided.
Estates Strategy	3	Planned 12 th December 2022	Date to be confirmed
Local Policing – Property and Cash	3	To be confirmed	
Follow Up – Quarter 4	4	Planned 30 th January 2023	
Collaborative Audits			
Data Quality	1	Date to be confirmed	
Expenses and Additional Payments	2	Fieldwork ongoing	Draft report pending
Uncertainty Management – Mitigating Risk	2	Date to be confirmed	Awaiting confirmation of which risks. Completed for NWP and DPP
Fixed Assets	2	Date to be confirmed	
Creditors	2	Planned 8 th September 2022	
Service Improvement Board	2	To be confirmed	Awaiting confirmation of which project.
Payroll	3	Planned 5 th October 2022	
Capital Programme	3	Planned 31 st October 2022	
Counter Fraud (Anti-Fraud Procurement)	3	Planned 21 st November 2022	
Fleet Management – Repairs and Maintenance	3	Planned 12 th December 2022	


System	Planned Quarter	Current Status	Comments
Fleet Management - Strategy	3	Planned 10 th October 2022	
HR – Use of OLEOO	4	Planned 26 th January 2023	
Contingency	1-4		6 days to be used as required.
Annual Plan	1		
Annual Report	4		
Management	1-4		

KEY:

 To be commenced

 Site work commenced

 Draft report issued

 Final report issued




Briefings on developments in Governance, Risk and Control

TIAA produces regular briefing notes to summarise new developments in Governance, Risk, Control and Counter Fraud which may have an impact on our clients. These are shared with clients and made available through our Online Client Portal. A summary list of those CBNs and Fraud Alerts issued in the last three months which may be of relevance to Gwent Police is given below. Copies of any CBNs are available on request from your local TIAA team.

Summary of recent Client Briefing Notes (CBNs)

Date Issued	CBN Ref	Subject	Status	TIAA Comments
04/07/2022	CBN22019	Internal Audit: Untapped Potential		Information Only Audit Committees and Boards / Governing Bodies are advised to note the report. Link: Internal audit: untapped potential
02/08/2022	CBN22022	Public Sector Readiness for Net Zero Carbon by 2030		Information Only Audit Committees and Boards / Governing Bodies are advised to note the report and consider the action their organisation is taking in relation to net zero carbon readiness. Link: Public Sector Readiness for Net Zero Carbon by 2030
02/08/2022	CBN22023	UK Government reveals new Data Protection rules		Information Only Audit Committees and Boards / Governing Bodies are advised to familiarise themselves with the response document in line with current Data Protection practices. Link: Data: A New Direction
02/08/2022	CBN22025	Increase in rising cost of living related crime		Action Required - Not Urgent Organisations should urgently review their current Anti-Crime arrangements and are advised to actively report all incidents of crime to their nominated Anti-Crime Specialists and the Police.
15/08/2022	CBN22026	Rise in Environmental, Social and Governance and supply chain fraud		Information Only Audit Committees and Boards / Governing Bodies are advised to note the outcome of the survey. Link: https://www.pwc.com/fraudsurvey

Summary of recent Fraud Alerts

Ref	Subject	Status	TIAA Comments
June 2022	Smishing		<p>Action Required</p> <p>Scam texts regarding Omicron contact and booking a PCR test.</p> <p>This alert provides information and advice to employees about fraud and economic crime, and the risks associated with it. If you have fallen victim to fraud or cyber-crime you should report it to Action Fraud by calling 0300 1232 040 or visit: https://actionfraud.police.uk/reporting-fraud-and-cyber-crime.</p>
July 2022	Mandate Fraud		<p>Guidance for Suppliers</p> <p>What can Suppliers do to help prevent these types of fraud?</p> <ul style="list-style-type: none"> • Keep your systems secure to prevent phishing and hacking of your email accounts, which could lead to fraudsters requesting organisations to change their suppliers' bank account details. • The National Cyber Security Centre provides advice on how to stay safe on line and prevent you or your customers/clients being victims of fraud. https://www.ncsc.gov.uk/cyberaware/home
August 2022	WhatsApp Smishing Scam		<p>Action Required</p> <p>The National Fraud Intelligence Bureau (NFIB) has issued a warning regarding an ongoing scam where victims are targeted on WhatsApp by criminals pretending to be someone they know usually their children or grandchildren.</p> <p>This alert provides information and advice to employees about fraud and economic crime, and the risks associated with it. If you have fallen victim to fraud or cyber-crime you should report it to Action Fraud by calling 0300 1232 040 or visit: https://actionfraud.police.uk/reporting-fraud-and-cyber-crime.</p>