

Tiaa Outstanding Audit Recommendations (downloaded 04 November 2021)

1. Recommendations Requiring Members' Agreement of an Extension of the Planned Completion Date (Priority 1 and 2 Only)						
Job	Recommendation	Priority	Management Comments	Responsible Officer	Due Date	Latest Response
21/22 Business Continuity Recovery Planning	Departmental Business Continuity Plans be reviewed and updated to reflect current arrangements.	2	BC Plans to be updated by owners: Procurement C19/Infectious diseases. Estate's plan C19/Infectious diseases. The People Services Plan. The Finance Business Continuity Plan.	Sian Freeman Kieran McHugh Sandra Connolly Matthew Coe	30/09/2021	10/11/2021 - 3 of the 4 plans are updated (procurement, estates and finance). The Head of People's Services is reviewing the People Service plan with the BCM Lead from Force Planning. <b>Extension requested to 31st January 2021.</b>
21/22 Business Continuity Recovery Planning	The consolidated Master National Recovery Plan Actions Log Spreadsheet be reviewed and updated by all contributory departments and any actions/concerns be addressed.	2	All Departmental Action Plans have been returned to Departmental Leads for updating by 30th July. The intention is for the master consolidated Master National Recovery Plan Actions Log Spreadsheet to then be reviewed by the Recovery Board (once re-established within Force) to identify any gaps or areas of concern that need to be addressed.	CI Daniel Taylor	30/09/2021	10/11/2021 - The Plan has been updated. Recovery progress is still being managed by Force Covid Gold at present, terms of reference are being drafted to establish a Recovery Board. <b>Extension requested to 31st January 2021.</b>
20/21 Performance Management	The updated Performance Management Framework be updated, approved and finalised as planned.	2	The review of the Performance Framework is ongoing, this includes the measures for the framework, changes in the Governance structure, the PCC elections in May and the potential influence this could have on the PCC priorities. The review will also look to join up the Force Management Statement, delivery plan and the performance framework.	CI Ian Muirhead Head of Research and Analysis	30/11/2021	06/08/2021 - A change to the governance structure is being prepared as a proposal for Chief Officers to consider along with a change to the Departmental Plans and quarterly performance with is presented at SEB. 10/11/2021 - The performance framework is not yet finalised due to the release of the Government "Beating Crime Plan" this is being checked against the framework to ensure all areas are included. <b>Extension requested to 31st January 2022.</b>
20/21 Estates Management – Strategy	The Planned and Reactive Maintenance Policy and Procedures be reviewed and updated to reflect the current arrangements.	2	The review of the Planned and Reactive Maintenance Policies will be undertaken by the Head of Estate and Facilities in conjunction with the Shared Facilities Management Team at Monmouthshire County Council.	Head of Estates & Facilities	30/11/2021	17/08/2021 - The new Senior Estate and Facilities Officer at MCC has now been appointed to the Shared Facilities Management team and an introductory meeting has been held. It has been agreed that a further meeting will be arranged following completion of the School Summer Holiday maintenance work. The review of policies and procedures will be finalised during September for executive review. 10/11/2021 - A business case is being presented at the Service Improvement Board in November to propose two Facility Manager (FM) posts within GWP. This will change the processes for FM management and provide capacity for the policies to be reviewed in-house. <b>Extension requested to 31st March 2022.</b>
Local Policing – Property and Cash	A report be provided to Senior Officers at Monmouth and Newport Stations with all exhibits recorded as being present at these stations and action be taken to investigate where exhibits cannot be located and the system be updated to reflect the outcome.	2	The report used by the auditors will be provided to the Geographical Inspectors for Monmouth and Newport as recommended to investigate where these items are located. This will go in hand with a larger piece of work, which is being undertaken by Project team to deal with 'unaccounted' items recorded on the current property system.	Inspector Property	30/10/2021	05/08/2021 - This work is planned to complete at the end of September. 10/11/2021 - A programme of work by estates has been identified to update the interim stores and support the audit process. This is being planned into the capital works programme a date for completion is to be confirmed. <b>Extension requested to 30th June 2022.</b>
Local Policing – Property and Cash	A report be provided to Senior Officers at Bargoed, Blackwood and Ystrad Mynach Stations with all exhibits recorded as being present at these stations and action be taken to investigate where exhibits cannot be located and the system be updated to reflect the outcome.	2	The report used by the auditors will be provided to the Geographical Inspectors for Bargoed, Blackwood and Ystrad Mynach as recommended to investigate where these items are located. This will go in hand with a larger piece of work, which is being undertaken by Project team to deal with 'unaccounted' items recorded on the current property system.	Inspector Property	30/10/2021	05/08/2021 - This work is planned to complete at the end of September. 10/11/2021 - A programme of work by estates has been identified to update the interim stores and support the audit process. This is being planned into the capital works programme a date for completion is to be confirmed. <b>Extension requested to 30th June 2022.</b>
20/21 Collaborative Fleet Management – Fuel Usage	The Police Use of Vehicle (including pedal cycle) Policy and Procedures be amended to include the statements sets out in the body of the report to make the procedures more robust.	3	Agreed.	Fleet Admin Manager	30/11/2021	26/08/21 - the policy has been reviewed and is being redrafted to also reflect the introduction of Electric Vehicles (cars and bicycles) and also telematics. In addition there is a review of the 'essential user' classification. These should be concluded during the autumn when the revised policy will be launched. 11/11/2021 - The revised charges are in draft and will be published for consultation at the end of November. <b>Extension requested to 31st March 2022.</b>
2. High Priority (Priority 1) Recommendations Where the Planned Completion Date Has Not Yet Expired						
3. Recommendations That Have Been Completed or Rejected (all)						
20/21 Corporate Communications	The Internal Communications Strategy be developed, approved and published as planned.	2	This issue was flagged by the H of CC. The internal communications audit has now been completed and reported on. The strategy will be completed by end of Jan 2021.	Nic Wesson	30/11/2021	25/08/2021 - the draft strategy is currently with the DCC for review. Extension requested until 30th November 2021. 07/12/2021 - The strategy was approved at the Scrutiny Executive Board and Chief Officer Team Board in December. <b>Complete.</b>
21/22 Risk Management – Reporting Mechanisms	The 'controls' section on the risk tab of the risk register be used to list mitigation only and not updates on action taken.	3	The Biometrics risk is now closed. However, in the future, when the Risk Officer discusses risk updates with the Risk Owners, more care will be taken to separate the latest narrative of the risk - that is a general update of planned activity (Latest Update column); and actual controls in place - which effectively mitigate the risk (Control's	Isabel Langborne	05/10/2021	10/11/2021 - <b>Complete.</b>
21/22 Business Continuity Recovery Planning	The Inherent risk score for the Covid-19 Pandemic risk be corrected to show as a high-risk score and not a critical risk score.	3	Total Inherent Risk Score to be reviewed and consistently reported to JAC and other Force Boards. Strategic Risk Register to be amended as necessary by 31st July 2021 Covid Risk Grading to be owned and Reviewed by Recovery Board once Implemented.	CI Daniel Taylor	30/09/2021	10/11/2021 - <b>Complete.</b>