



To: Joint Audit Committee
From: Chief Finance Officers (OPCC and Constabulary)
Date: 18 September 2013

INTERNAL AUDIT CHARTER AND INTERNAL AUDIT PLAN 2012/13 PROGRESS REPORT

1. Purpose

- 1.1 To seek approval to the Internal Audit Charter (attached), which sets out the purpose, authority and responsibilities for the internal audit service. The Charter will be signed by the Committee Chairman and the CFOs.
- 1.2 To provide the Committee with Internal Audit's latest progress report (attached) on the 2013/14 Internal Audit Plan. The progress report will be presented by Dan Harris, the Head of Internal Audit (RSM Tenon).

2. Background

- 2.1 The Progress Report sets out:-

The audits completed so far, including the assurance levels, and where similar audits were completed in the prior year, the direction of travel (Appendix B) and the number and level of recommendations made; and

Work in progress and planned (Appendix C), and

High and medium recommendations made in the final audit reports, together with management comments (Appendix D).

3. Monitoring

- 3.1 Future monitoring arrangements will be considered by the Joint Audit Committee (Agenda Item 8). In any event, previous recommendations are routinely followed up at the next audit.

4. Recommendation

4.1 The Committee is recommended to

- a) Approve the Internal Audit Charter for signature by the Chairman and CFOs
- b) Note the Head of Internal Audit's progress report.

BIBLIOGRAPHY

Source Documents	Contact Officer	Location
	John Hummersone Chief Finance Officer and Deputy Chief Executive T. 01954 713176 M.07795 422740 John.hummersone@cambs.pnn.police.uk	Cambridgeshire Office of the Police and Crime Commissioner South Cambridgeshire Hall, Cambourne Business Park, Cambourne Cambs.
	Niki Howard Chief Finance Officer (Constabulary) T. 01480 422230 Niki.howard@cambs.pnn.police.uk	Police Headquarters Hinchingsbrooke Park Huntingdon Cambs.