APPENDIX 1 DETAILED UPDATE ON ALL OUTSTANDING HIGH RISK AUDIT RECOMMENDATIONS
(as at 30 July 2010)

Ref No.	Crime related property - TP Lead (TP lead with HR (Logistical Services) activity required to implement this recommendation)	Update on the one remaining outstanding High Risk recommendation - raised August 2008	Target date for completion
1	Strategic Framework & Culture Recommended that: • *The current processes, guidelines and instructions for the management of crime property are consolidated into a strategic policy that is approved by Management Board and that:* o *Includes a performance management framework at corporate and operational level* o *Identifies and documents the specific arrangements required for central departments and the overlap between BOCUs and central departments.* • *Documents cash handling requirements* o *Includes monitoring arrangements to ensure compliance with policies and procedures* • *Clarifies roles and responsibilities for processing and managing property, inc the roles of operational officers, property staff, the Crime Property Manager and SMT Lead* • *Is supported by documented and approved corporate and local procedures*	Logistical Services' Criminal Exhibit Stores (CES) - formerly Central Property Services - have taken the corporate lead in partnership with other stakeholders. However, in order for this to succeed, the responsibility for monitoring and compliance must lie with the individual operational units. A team within TP Emerald Custody Directorate is working in partnership with CES to address the issues identified. Following consultation with the TP Finance Modernisation Team and the Payback Team, an exercise to deal with the cash handling issue commenced at the end of November 2008. Cash handling guidelines were issued to TP BOCUs on 5 August 09. Parts of this recommendation will be covered by any new asset tracking application which TP Emerald Custody Directorate is currently working on with CES. This recommendation has links to the high risk recommendation re crime property made in the corporate B/OCU audit conducted earlier this year. The Directorate of Resources is leading on that particular recommendation Advice was received from the Directorate of Legal Services at the end of April on the draft policy "Retention and Disposal of Crime Related Property and Property Found in the Street" which completes the required consultation process. The policy will be submitted for publication and the manual will be updated to reflect the advice received from DLS and recommendation from the DARA update report. The update report made additional recommendations, including the appointment of an ACPO lead nominated to oversee and direct the exhibit management system. The Director of Logistical Services, HR has agreed to fulfil this role. **Update July 2010** **A DARA Follow-Up audit commenced earlier this year and the final follow up report from DARA was received on 27 July 2010.** The TP Development Programme is reviewing the structure of the link commands. Any changes made will be reflected in the documentation of the management framework which is being written by the TP Emerald Exhibit Management Team. **Target date**: Sep 2010. The TP model will set the standard to be adopted by other central departments. **Target Date:** Dec 2010. The MPS Exhibit and Property Manual will be reviewed and points 1 - 3 (re Monitoring and supervisory checks, property restoration and general checks and procedures for checking exhibits and cash to and from source records to confirm the integrity of the entire process) will be addressed as necessary. **Target Date:** Sep 2010	Sept 2010 & Dec 2010

Ref No.	Palace of Westminster - SO Lead *(SO lead with HR consultation required to implement this recommendation)*	Update on the one outstanding High Risk recommendation - raised January 2008	Target date for completion
2	Fire and Security Officers at PoW perform a variety of rostered shifts and claim significant and regular overtime and premium payments. Recommended that: • *SO17 SMT undertake, in consultation with HR and the PoW, a further documented review of the current procedures in particular to look at:* • *The contracts and rosters to ensure that they are appropriate achieve best value and protect the interests of the MPS and the individuals concerned.* • *The degree to which payments comply with MPS rules and regulations.* • *The systems for processing and monitoring hours worked and amounts claimed to ensure best value.*	The roster for Band T Security Officers working at search points around the Parliamentary Estate was formally reviewed during Summer 2008. As a result, a new roster for these officers was introduced on in October 2008. SO17 Police Staff have standard MPS/MPA contracts, which comply with present MPS HR and Pay & Pension policies. Payments to personnel currently comply with MPS and local policies. A formal documented local review of pay related payments took place in February 2009. SO17 is satisfied that the existing systems for processing and monitoring hours worked and amounts claimed represent best value to the MPS and PoW. A Follow-Up audit is currently underway and a draft discussion report has been issued for SO17 management to respond to. Two out of the three elements of this high risk recommendation have been implemented and the outstanding element relating to the contractual and rostering arrangements that lead to the payment of Shift Disturbance Allowance and Premium Payments is being reviewed and is subject to further continuing discussion. In addition the contract for Palace of Westminster, which expires March 2010, is being renegotiated. As part of the tendering process options for providing a more efficient service will be considered, including re-classifying new roles and/or new working arrangements. A meeting took place between SO17 and MPA DARA late October to discuss the draft follow-up report, with particular focus on the outstanding High Risk recommendation. DARA accepts that the outstanding high risk recommendation needs to be addressed at corporate level to allow local action to be taken. Follow up report published in December 2009. Negotiations between POW and MPS are complete and the new contract came into force from 1 April 2010. The new contract increases the BWT for Band T Security Officers from 291.5 to 325.7 and OCU commander SO17 is currently liaising with HR Directorate regarding the introduction of new terms and conditions for the new recruits. This will introduce a Flexibility Allowance and bring an end to Premium Payments for weekend working. Awaits agreement from HR as this is now a HR Pay and Policy issue which will require negotiations with Trade Unions and Federation and any further progress will be lead by HR. **Update July 2010** Discussions regarding the introduction of revised terms and conditions for new Band T Security Officers are now complete. The introduction of the Flexible Roster Allowance has been agreed and set at 8%. This allowance replaces Premium Payments for weekend working and will be applicable to all new Band T Security Officers. It is intended to offer existing security staff the opportunity to change from their existing terms and conditions to the revised scheme. The introduction of the flexible roster allowance should reduce the amount of premium payments over time, but further improvement is dependent on the introduction of a corporate overtime system that includes police staff employed on shift work. Please note that all members of the Fire Section ceased employment with the MPS on 31st March 2010.	Target date to be advised subject to DARA / SO / HR agreement.

Ref No.	Security vetting and clearance - SO Lead	Update on the two outstanding High Risk recommendations - raised March 2009	Target date for completion
3	Approval for the creation of a new centralised Vetting Unit has been given following agreement between ACSO and ACSC. Recommended that Senior Management in the new unit develops a strategy for approval by Management Board that; *Supports National and Corporate Policy.* *a) Includes clearly defined roles and responsibilities;* *b) Sets out governance arrangements including the remit of the Departmental Vetting Officer;* *c) Contains a requirement for designated Business Group Vetting Officers to identify the levels of clearance required for key posts within their BGs and to document clearly the rationale;* *d) Sets out monitoring and review activities;* *e) Is supported by appropriate, documented and approved corporate and local procedures;* *f) Includes a requirement for KPIs to be set and monitored.* Units within SCD and SO are both responsible for different aspects of the vetting system and both maintain separate stand alone IT systems. To improve control over record keeping it is recommended that; • *Each BG Vetting Officer maintains details of non MPS staff clearance requests submitted to the central vetting unit* • *An independent central list of all non-MPS personnel is established by a designated individual in liaison with each Business Group* • *The vetting unit compares a sample of individuals on this list against the access logs and their database of non MPS staff who have been security cleared;* • *A central database is maintained showing*	MPS Vetting Policy is closely aligned to ACPO National Vetting Policy (NVP) and Home Office Circular 54/2003. These documents are currently under review. Publication of v3 NVP will allow the MPS to carry out a full review of its policies. No publication date is currently available. The management and staffing structure will be agreed prior to amalgamation and reviewed within 6 months MPS Vetting Board, under Professional Standards Strategic Committee, was created in 2004. The relationship between MPS Vetting Board, MetSec Board and PSSC is unclear. Governance will be reviewed in discussion with the Chairs of each Committee/Board and published once agreed. NSVU currently update MetHR when MPS staff have been vetted and are working through back record converting. SCD26 Vetting Unit in agreement with HR Recruitment update MetHR with MSC and 10 year renewal results. Warrantor could be required to facilitate this purpose. However, MetHR is the ideal location for a central database of all cleared persons but is only used for MPS employees not NPP. To achieve this will require HR directorate to direct that NPP are placed on MetHR or a link between Warrantor, or a replacement database, and MetHR. In October 2009 Management Board agreed that the two vetting units in SO and SCD should remain separate at present in order that the good performance in each could be maintained. There is a decision pending from ACPO as to whether the MPS will conduct part of the National Security Vetting process on behalf of the police service. Once this decision is made the MPS will be in a position to revisit the decision of where vetting should sit. This was presented to SOP at its November meeting. **Update July 2010** SCD's vetting paper went to Governance Board on 12.7.2010 and members agreed the recommendation to move the functions carried out in SO vetting unit to SCD26 with the approved budget to complete the functions and workload. The paper is to be submitted to the MPA Communities, Equalities and People Committee with the necessary changes in November 2010. SCD26 have had an initial meeting with DARA to discuss governance arrangements going forward, with priorities based on audit recommendations.	A revised target date will be determined by the outcome of Management Board's decision. SCD26 are now preparing a time line for implementation of recommendations A Follow-up audit is being scheduled to take place in fourth quarter of 2010/11

	the security clearance status of all MPS staff and contractors.		
Ref No.	**B/OCU - Corporate Issues - DoR Lead**	Update on the two outstanding High Risk recommendations - raised April 2009	Target date for completion

4	This audit highlighted corporate issues identified as part of the B/OCU audit programme for the attention of relevant systems owners. Recommended that:
	
	• *On Police Overtime:*
	  ○ *The limitations of MetDuties in respect of overtime recording and authorising are highlighted and addressed.*
	  ○ *An efficient, effective and consistent interim solution is identified and guidance issued to B/OCUs.*
	  ○ *Corporate guidance in respect of Working Time Directive (WTD) rules is published to increase B/OCU awareness*
	
	• *On Crime Property:*
	  ○ *A strategic framework is established that includes the creation of an operational system owner and the development of KPIs and performance monitoring*
	  ○ *The Crime Property System (TOAST) and accompanying records and activities are reviewed and revised, where appropriate, to ensure that they meet current MPS needs and address key system risks*
	  ○ *The impact of NSPIS on the crime property system is assessed and the current weaknesses are addressed before the system is rolled out to other B/OCUs*
	  ○ *Any system interdependencies are identified and that consideration is given to developing a corporate integrated property management system*
		The new version of CARM, CARM 3 will be rolled out Q1 2010 as a part of the METTime 2 Programme. CARM 3 has an electronic booking on and off system built in which will remove the need for any duty state/overtime sheet/variations sheet or excel workbook. As it is built into CARM it will be subject of the rules engine in CARM which has been enhanced to cover all police overtime rules. That should remove issues around inconsistency in the application of the rules. CARM 3 also contains an overtime approval process which starts when the officer books on and off, requiring them to chose pay or time etc, is submitted to the person who authorised the overtime to be worked for checking, before finally ending up with finance to add any additional information (codes etc) before submission for payment to Logica. Whilst there is no direct link between WTD and overtime worked HR is working on developing a relevant message on WTD to B/OCUs.
		
		Update from Finance Business Support July 2010 (unchanged from May 2010):
		s recommendation is linked to the review on Police Officer Overtime Payments. Some fieldwork has been undertaken by DARA during 2009 and this will form the basis for a more in depth review during Q2 2010/11. The findings of this review and the agreed MPS response and Target Date contained within the report will determine the revised action and target date for this recommendation.
		
		The high risk recommendation relating to Crime Property is being progressed by Criminal Exhibit Services (formerly known as Central Property Services). The original planned replacement for the Crime Property System (TOAST) was to be the development of METAFOR. MPS Management Board took the decision on 16 November 2009 to formally close METAFOR. HR Logistical Services has submitted a high level business case for a feasibility study to meet the Criminal Exhibit Services' needs for exhibit tracking. It is proposed that the system be scalable and be suitable for use by all MPS business units.
		
		Update July 2010 (unchanged from May 2010):
		Recommendation partly implemented. CPS and TP Emerald lead in this area and a significant amount of work has been done to raise awareness, reduce cash held and to improve procedures around exhibit management. A draft policy has been written and circulated to Assistant Commissioners and other parties. ACPO, NPIA and the CPS have also been approached for input. SOPs have been reviewed and are in the process of being updated.
		
		The recommendation re NSPIS is no longer relevant as NSPIS has now been rolled out.
		
		[This recommendation has links to the high risk recommendation re crime related property ref no 1 in this table. TP Emerald team is leading on this particular recommendation]
			A revised target date will be determined by publication of Final Report on Police Overtime due in the third quarter of 2010
			
			Sept 2010

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Ref No.	Health and Safety legislation implementation - HR Lead	Update on the one remaining outstanding High Risk recommendations - raised January 2009	Target date for completion
5	At present the MPS Accident reporting system MetAIR does not provide the MPS with the means to provide data, which can assist in decision making at a corporate and local level. The need for a fit for purpose accident monitoring and reporting system is increased by the introduction of the MPA/MPS annual assurance process for health and safety. Recommended that: • A review is carried out of the information requirements for the accident report system and that the MetAIR system is either upgraded or replaced.	The existing MetAIR system will be replaced as part of the Transforming HR Project. The replacement MetAIR system under the THR project is integral to the THR IT solution. Therefore the delay in THR go live will directly affect the delivery of the MetAIR replacement. There is no scope to bring forward the use of the new MetAIR system prior to the revised THR "go live". **Update July 2010 (unchanged from May 2010):** The "anticipated live launch" date for THR and delivery of this IT solution, as recently updated by the Director of HR, as the second half of 2010	Second half of 2010

Ref No.	IS/IT Access & Usage - DoI Lead	Update on the one outstanding High Risk recommendation - raised April 09	Target date for completion
6	Recommended that: • *The DoI develop a strategy for delivering security awareness training to ensure all users are aware of their roles and responsibilities for accessing and using MPS assets, data and information.* • *Delivering security awareness should be monitored to correlate against improvements in security.*	There are currently a number of initiatives in place e.g. 'Computers and You'. Information compliance is undertaking a review of current training deliverables to establish whether a gap exists and to make recommendations to the METSEC Board. If necessary, a business case will be developed for consideration by the MPS Training Board. The findings of the Information Security Training Review were presented to METSEC Board 11 December 2009. The Board approved the recommendation to rationalise existing training with a view to providing consistent messages, reducing overlap and where possible introduce a 'pass' or 'fail' element. Training will be complemented with an Information Security Awareness campaign to regularly reinforce the security message. Officers and staff identified who commit minor breaches of the Information Code of Conduct will be required to retake the security training package. Bob Farley, Head of Information Compliance has been actioned to prepare the Training Strategy. A draft will be presented to METSEC Board for consideration at its meeting 26 May 2010. **Update July 2010:** Draft Training Strategy presented to May METSEC Board. Minor comments received in response. Paper was resubmitted to July METSEC Board (30/7/10) at which the Training Strategy was accepted subject to the changes / comments the Board made being incorporated. The Training Strategy will now go to the DOI Enterprise Architecture Board for ratification. It is expected that this will be completed by end of September 2010.	Revised target date end of September 2010

Ref No.	Crime Reporting Information System - DoI Lead	Update on the two outstanding High Risk recommendations - raised August 2009	Target date for completion
7	This audit was a follow-up to the one completed in August 2007, on the Crime Reporting Information Systems (CRIS). Recommend that: - • Formulate, develop and establish an IS/IT strategy for CRIS in line with the MPS Information Strategy to ensure that it meets the long term aims and objectives of the MPS and Bichard recommendations Consider the feasibility of transferring crime records not related to the MPS electronically to/from other police forces to ensure safeguarding sensitive information. (this recommendation has been considered, however due to the high cost of fully implementing a system that has not been put into practice - existing manual process therefore continues to be applied), therefore further recommendation: - • the oversight and control of transferring crime records to other police forces is regularly reviewed and reported to DoI management.	The current MPS Strategy in relation to CRIS, involves making the best use of the current infrastructure, and where necessary replacing any obsolete components (hardware and software) to maintain the resilience and performance of the delivery of the CRIS service. A business case has been drafted, as has a CRIS infrastructure strategy briefing paper, both covering the period 2009-2013. The work detailed in the business case will ensure the service remains fir for use up to and through the Olympic period. Beyond 2013 the IPI Programme will look to decommission many legacy systems including implementing a replacement system for CRIS. The CRIS team will continue to engage with IPI to ensure that CRIS is maintained up to at least 2013, until IPI takes over responsibility for these activities. This will be reflected in the SSA led ICT roadmap. The business case which has had Capital Programme funding and starts this month (July 2010) will take into account current business requirements and the IPI programme so that consideration can be given to balancing the return on investment with the required life of the service. **Update July 2010:** Approximately 6,000 crime records per year are transferred out of the MPS by fax by individual boroughs. Crime records are also transferred into the MPS into individual boroughs. Territorial Policing (TP) recognise that there are significant risks with this process and that there are clear business benefits of a central unit undertaking the activity through a more secure means than fax. TP envisaged that the best unit to take on this work was the new CRIB (Crime Reporting Information Bureau. TP Emerald, CRIB Manager has reported that the CRIB Project is now included in the 2010/11 Mid-Term Financial Plan for TP and is hopeful that the CRIB rollout will begin this financial year. It will require the recruitment of additional staff to manage the centralised demand and current vacancy restrictions on recruitment mean that this cannot be done until CRIB rollout has been approved. Their most recent plan, subject to Management Board approval, is to begin with a CRIB pilot on NW Area towards the end of 2010 and into 2011. If these timescales can be met, they hope to be in a position to take on transferred crime at the start of 2011. Once a CRIB is in place to manage the demand the technical capability can be switched on with immediate effect. The DoI will then undertake a security accreditation of the service, which will be managed internally. The reporting and control of the transferring of crime will be managed by CRIB. From the internal audit recommendation and an IT perspective the technical feasibility of transferring crime records that fall outside the responsibility of the MPS has been considered and therefore this recommendation should be considered closed. A report covering both high risks has been presented to the Director of Information requesting approval to confirm closure with DARA. (**Update from DARA)** A paper from DoI regarding both recommendations has been reviewed by DARA. Further information has been requested from DoI on interim measures in place before confirmation can be given as to closure of either recommendation.	Considered closed by DoI but awaits confirmation from DARA Further information has been requested from DoI by DARA

Ref No.	**Diplomatic Protection Group - SO Lead**	Update on the one outstanding High Risk recommendation - raised February 2009, now implemented from MPS perspective	Target date for completion
8	The Home Office is reviewing the Dedicated Security Post (DSP) funding arrangements aiming to change them for the 2009/10 bidding process and the MPA Treasurer is involved in the process. Recommended that : • *The MPA Treasurer continues to monitor progress on DSP under funding and reports the latest position to the MPA Counter-Terrorism and Protection Services Sub-Committee*	**Background** : MPA Members (as appropriate) and the Home Office up to ministerial level are aware of the situation and are continuing to consider the under funding of DSP and the risks to which the MPS is exposed. A report will be submitted to the September 2009 Counter-Terrorism and Protective Services Sub-Committee to update progress to date. The MPA Treasurer continues to monitor progress with all appropriate bodies and report as appropriate. A response from the Home Secretary was received 26 June 2009, and following internal MPS discussions ACSO and the MPA Chief Executive met with Home Office officials on 18 August 2009. It was agreed at the meeting that the Home Office would write to MPS/MPA regarding proposals for reform Home Office OSCT (Office for Security and Counter Terrorism) prioritised funding 2009/10 DSP inflation shortfall out of under spends in other budgets. Home Office view is that DSP Grant is a contribution to costs but it will look at setting a 'floor' to the level of contribution. Home Office to await the review by National Co-ordinator Ports Policing (John Donlan) into DSP posts allocated to Ports before considering what to do with any identified savings.- see update below A response was received early November 2009 from the Home Secretary indicating that the Home Office need to do some further work on the options for reform of the DSP grant mechanism itself and that both the MPS and MPA have made constructive suggestions about this. The Home Secretary is sympathetic to the MPS request to have additional funds in this financial year to cover the shortfall in inflation provision on the existing grant. The Home Office will continue its dialogue with the MPS and MPA to come up with proposals to improve the present MPS mechanism. Update - from MPA Treasurer (May 2010) - John Donlon (National Co-ordinator Protect) completed his review of DSP grant earlier in the year, which has put the allocation of funding on an objective risk assessed need basis. The results of this review left MPA funding virtually unchanged (it is a zero sum game nationally) although there were significant re-allocations of funding between some authorities. This was approved by the Finance and Workforce Planning Board in February and signed off by Ministers in March. The MPA / MPS may still believe it is underfunded, but at least the underfunding (if any) is now evenly and objectively spread around the country. On Protection the situation is complicated because there is an independent committee which sits and determines who should receive protection. However, these decisions are not supported by money and so historically there has been a serious mismatch between identified protection needs and the available budget. Operationally the Commissioner (or territorial Chief Constable) has some discretion over the actual protection provided i.e. armed officers, physical protection of assets and technological protection (alarms etc). MPA Treasurer's understanding is that the issue of underfunding has been the subject of discussion between the MPS (Commissioner), the MPA (Catherine Crawford) and the Home Office. MPA Treasurer will make some enquiries to ascertain the current status of those discussions. Of course we need to bear in mind that the Home Office view is that DSP grant is a contribution to costs incurred, not a re-imbursement of actual costs, but that does not stop us from arguing for a higher contribution. **Update** - In July 2010, on receipt of the expectation to find 25% savings in the DSP grant, the MPS requested that the tripartite work together to identify cuts, this was agreed and this work is in train. Report to the tripartite board by the end of October 2010.	Complete from MPS perspective Recommendation is for MPA Treasurer to progress

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Ref No.	Royalty & Specialist Protection - SO Lead	Update on the one outstanding High Risk recommendation - raised March 2009, now implemented from MPS perspective	Target date for completion
9	The Home Office is reviewing the Dedicated Security Post (DSP) funding arrangements aiming to change them for the 2009/10 bidding process and the MPA Treasurer is involved in the process. Recommended that : • *The MPA Treasurer continues to monitor progress on DSP under funding and reports the latest position to the MPA Counter-Terrorism and Protection Services Sub-Committee.*	Please see wording of Diplomatic Protection Group above - high risk recommendations are identical. **Update July 2010** - see response for high risk recommendation on Diplomatic Protection Group audit (ref no 8 in this table)	Complete from MPS perspective Recommendation is for MPA Treasurer to progress

Ref No.	Resourcing and Management of Specials - TP Lead	Update on the one outstanding High Risk recommendation - raised June 2010	Target date for completion
11	1. The recruitment target is reviewed to ensure that the 2 million hours of policing per annum target required by the 2012 Olympic and Paralympic Games is achieved. The outcome of the review is reported to the MPA. 2. A timetable with target dates for each stage of the MSC Step Change Project is put in place by MSC OCU Senior Management and regular progress reports on the achievement of targets is provided to Management Board and the MPA.	**Update July 2010 -** 1. A paper to clarify the overall growth target of the MSC by 31/03/2012 was due to be presented to Management Board on 28 June, however presentation of the paper was postponed. The paper has been developed since that date and will be re-presented for approval to Management Board at its meeting on 11 August 2010. The decision will then be communicated to the MPA. TP are currently considering the most appropriate MPA Committee to table this item. Consequently timescales are not yet known 2. Timetable set out within a Project Plan has been approved by MSC Strategic Programme Board with quarterly progress reports to Management Board and the MPA	1. End of August 2010 2. Implemented prior to issue of the report.