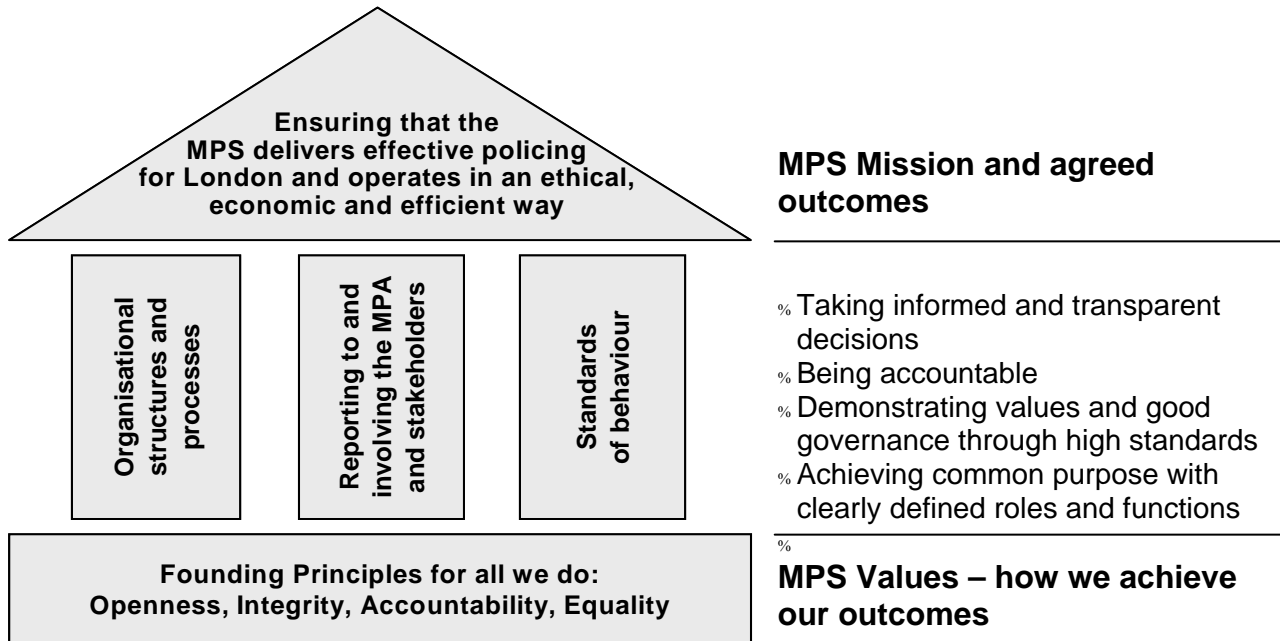


Appendix 1 - THE MPS CORPORATE GOVERNANCE MODEL



Appendix 2 - MPS CORPORATE GOVERNANCE WORK STREAMS

Work stream	Lead
Pillar One: Organisational structures & processes	
Embedding risk management *	Director of Business Performance
Implementation of Developing Resource Management Programme *	Director of Resources
Partnerships *	Director of Resources
Provision of detailed information on emerging market hotspots, especially around specialisms and specialist professionals *	Director of Human Resources
Review of expenses policy	Director of Human Resources
Organisational learning *	All Management Board members
Non-compliance framework *	Director of Resources
Review of MPS Environment Strategy and development of Corporate Social Responsibility / Sustainable Development Strategy for 2010-13 *	Director of Resources
Service Improvement Plan *	Director of Resources
Business charge card	Director of Exchequer Services
Pillar Two: Reporting to & involving the MPA & stakeholders	
Review of all forms of public engagement and consultation	Deputy Assistant Commissioner Territorial Policing Capability and Review
Safer Neighbourhoods panel training and business / youth engagement	Assistant Commissioner Territorial Policing
Pillar Three: Standards of behaviour	
Enhanced MPA/MPS Fraud and Corruption Awareness Strategy *	Director of Finance Services
Introducing the Equality Standard	Director, Diversity and Citizen Focus

* Part of 2009/10 MPS Annual Assurance Statement (AAS)

Table 1 - Value of Aged outstanding Barclaycard returns as at 11 April 2011

Bus. Group	Current £	Overdue				Overdue Total £	Grand Total £
		1 - 30 Days Overdue £	31 - 60 Days Overdue £	61 - 90 Days Overdue £	90 Days + Overdue £		
SO	257,194	77,361	6,911	8,419	455	93,146	350,340
SCD	21,891	6,751	3,174	1,603	341	11,869	33,760
CO	2,474	6,629	803	993	1,338	9,763	12,237
TP	2,466	491	261	2,338	563	3,653	6,119
DOI	1,151	150	-	-	-	150	1,301
HR	1,008	132	-	-	-	132	1,140
DCP	-	-	30	-	-	30	30
DoR	-	-	-	-	-	-	-
Sub Total	286,184	91,514	11,179	13,353	2,697	118,743	404,927
Under Inv	-	-	-	-	8,190	8,190	8,190
Grand Total	286,184	91,514	11,179	13,353	10,887	126,933	413,117

Table 2 - No of cardholders with outstanding returns as at 11 April 2011

Bus. Group	Current No.	Overdue				Overdue Total No.	Grand Total No.
		1 - 30 Days Overdue No.	31 - 60 Days Overdue No.	61 - 90 Days Overdue No.	90 Days + Overdue No.		
SO	333	77	16	8	5	91	363
SCD	68	25	9	7	1	36	91
CO	21	19	8	5	9	35	49
TP	12	1	1	3	1	5	16
DOI	9	1	0	0	0	1	9
HR	2	1	0	0	0	1	2
DCP	0	0	1	0	1	2	2
DoR	0	0	0	0	0	0	0
Sub Total	445	124	35	23	17	171	532
Under Inv	0	0	0	0	2	2	2
Grand Total	445	124	35	23	19	173	534

NB: 84 Cardholders had outstanding returns in both current and overdue categories and 28 cardholders had outstanding returns in more than one category of overdue returns

The average age of the 919 returns processed in March 2011 was 45.1 days. Against this average 79% of claims were processed within 60 days of the statement date i.e. before the end of the one to 30 day overdue period. The decrease in the average days figure since February's figure is representative of the 46 day average throughout the year, although a day longer than the same month last year, and includes time taken by returns in transit and administration time for which we allow 15 days following the 30 days allowed to the officers to complete their reconciliations, giving a 45 day target.

The reasons for the delay in processing some reconciliations to completion include:

- officers outside the Metropolitan Police District (MPD) and unable to submit claims in a timely manner and
- the time taken to approve and process claims, for example time in transit, return of forms to cardholders to remedy errors, omissions and/or, provide fuller explanations to supervisors.

The automatic deduction from salary of returns that are 90+ days overdue commenced in January 2010 with a total to end of March 2011 of 9 cardholder's deducted (4 in January, 0 in February, 3 in March, 2 will be deducted in April) and is now conducted each month.

The procedures have been revised and re-published in light of recommendations from the recent DARA review and promulgating good practice developed across the business.

Training in the revised procedures has been provided to over 100 local finance staff from across the Business and the revised procedures sent to every cardholder. This has promoted compliance and promulgated a more uniform approach to enforcement of the procedures across the business with a zero tolerance approach to non compliance being cascaded down through all Business Groups by Management Board members.