

This is the Police Authority's Statement of Internal Control for the purpose of the Accounts and Audit Regulations.

HERTFORDSHIRE POLICE AUTHORITY ANNUAL GOVERNANCE STATEMENT 2008/09

1. SCOPE OF RESPONSIBILITY

- 1.1 The Hertfordshire Police Authority is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Authority also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 1.2 In discharging this overall responsibility, the Authority is responsible for putting in place proper arrangements for the governance of its affairs and facilitating the effective exercise of its functions, which includes ensuring a sound system of internal control is maintained through the year and that arrangements are in place for the management of risk.
- 1.3 The Authority has approved and adopted a code of corporate governance which is consistent with the principles of the CIPFA/SOLACE Framework: *Delivering Good Governance in Local Government*: The six key principles are outlined below:
- The Authority aims to focus on its purpose and on outcomes for the community and creating and implementing a vision for the local area
 - The Authority aims to ensure Members and Officers work together to achieve a common purpose with clearly defined functions and roles
 - The Authority aims to promote its values and demonstrate the values of good governance through upholding high standards of conduct and behaviour
 - The Authority aims to take informed transparent decisions which are subject to effective scrutiny and managing risk
 - The Authority aims to develop the capacity and capability of members and officers to be effective in their roles

- The Authority aims to engage with local people and other stakeholders to ensure robust public accountability.

1.4 A copy of the Authority's Code of Corporate Governance is on the Authority's website and may also be obtained from the Police Authority Office by calling 01992 556600. This Statement explains how the Authority has complied with that Code and also meets the requirements of regulation 4(2) of the Accounts and Audit Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 in relation to the publication of a statement on internal control.

2. THE PURPOSE OF THE GOVERNANCE FRAMEWORK

2.1 The governance framework comprises the systems and processes, and culture and values, by which the Authority is directed and controlled, and its activities through which it accounts to and engages with the community. It enables the Authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services, including value for money.

2.2 The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable and foreseeable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Authority's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

3. THE GOVERNANCE FRAMEWORK

3.1 The Chief Constable is responsible for operational policing matters, the direction and control of police personnel, and for putting in place proper arrangements for the governance of the Force. The Authority is required to hold him to account for the exercise of those functions and those of the persons under his direct control. It therefore follows that the Authority must satisfy itself that the Force has appropriate mechanisms in place for the maintenance of good governance and that these operate in practice.

The Role of the Police Authority

3.2 The full Police Authority had the following key roles during the year:

- to ensure the maintenance of an efficient and effective police force for Hertfordshire, and to consider any matters of policy or strategy which enable this duty to be performed
- to set the budget for the police force, including setting the rate for local council taxes for policing
- to set local policing policies and targets having regard to national and local objectives
- to monitor the performance of the Constabulary against the policing plan and strategic plan
- to appoint (and, if necessary, dismiss) the chief officers
- to consider approve and issue an annual report
- to receive and comment on the Auditor's report and any report from HMIC
- to work in partnership with the Constabulary, county, district and borough councils on crime and disorder
- to own and manage all police property
- to monitor the complaints procedure
- to consider a report from each of the committees following their main meetings.

3.3 Each year the Police Authority publishes its Strategic Policing Plan. The plan covers a three year period and is launched at the end of March. This plan includes overall objectives, targets and other measures that are important to the Authority. The plan takes account of national and local priorities and issues and was written following consultation with partners, key stakeholders and the public. In particular the Authority has worked closely with its partners to make sure that the objectives and targets in this plan complement those in local and countywide Community Safety Plans, Hertfordshire's Local Area Agreement and Criminal Justice Board's Plan and the County's sustainable communities strategy, Herts 2021. It also takes account of national government objectives and priorities, such as counter-terrorism. Together they help to make Hertfordshire a safe place.

3.4 The Authority has put particular emphasis on the following areas within its Policing Plan:

- Reduce the most serious violent, organised and acquisitive crimes
- Protect vulnerable people, including victims of sexual offences
- Bring more serious offenders to justice
- Improve public confidence and satisfaction in police services
- Increase people's feelings of safety
- Reduce anti-social behaviour, including alcohol-related disorder.

Compliance

3.5 The Police Authority has a Standards Committee which is responsible for promoting and maintaining high standards of conduct by Members of the Authority. In particular the Committee assists Members to comply with the Code of Conduct and will also grant dispensations where appropriate. The Committee advises the Authority when the code of conduct needs to be reviewed.

3.6 Standing Orders and Schemes of Delegation set out how Members and officers worked to ensure compliance with established policies, procedures, laws and regulations. These are subject to annual review and were last reviewed in July 2008.

3.7 In June 2008 the Police Authority revised its meeting structure from five committees and seven working groups to nine committees. One committee dealt exclusively with senior staffing issues and met as required. There was a Forward Plan agreed by the Police Authority that provided the initial areas of work for the committees to focus on. The purpose of the Forward Plan was to ensure that members focused on the issues that had the greatest risk to the Authority. The Forward Plan was regularly updated to take account of change as the year progressed.

3.8 The Authority has Financial and Contract Regulations in place which are reviewed annually. In 2008 these were not taken to the Police Authority as the Financial Resources Working Group decided that there was no need to make amendments in the year. The Resources Committee agreed amendments to the Financial Regulations in May 2009 which took account of the recent developments in collaborative working.

Audit Committee

3.9 The Police Authority's Audit Committee had the following remit:

- to undertake an annual review of the Authority's system of internal audit
- to review and endorse the plans of the internal and external audit
- to review progress in delivering the work of internal and external audit
- to review matters arising from the work of internal and external audit, including the external auditor's Annual Audit Letter
- to review and endorse the Annual Governance Statement (AGS)
- to consider and approve the draft Statement of Accounts
- to review the Authority's risk management arrangements, including action taken on risk-related issues identified by auditors
- to report to the full Police Authority following each meeting.

3.10 The Audit Committee received updates on progress in delivering the annual internal audit plan and a summary of all key points to date. A review of the system of internal audit was not undertaken by the Committee in March this year as the work of Internal Audit was reviewed by the Audit Commission. They concluded that the work of Internal Audit was satisfactory, as it met each of the 11 standards in CIPFA's code.

3.11 The work of the external auditors was also reported to the Audit Committee. Members of the Committee were able to question the Auditors, the Director of Resources and the Head of Finance on the content of relevant reviews.

Scrutiny and Monitoring of Performance

3.12 The Authority monitored performance against key indicators throughout the year with staff and lead members reviewing key performance data on a monthly basis.

3.13 The Scrutiny Committee meets six times a year and reports back to the full Authority after each meeting. It reviewed the Constabulary performance against the three year Policing Plan. Committee scrutiny

covered all sections of the plan and where necessary it established topic groups to investigate particular issues that merited more detailed scrutiny. In addition, it monitors the Constabulary's implementation of various reports containing recommendations e.g. HMIC.

3.14 The Constabulary had a strong performance management culture in place resulting from a control framework in place that included the following

- Quarterly Chief Officer Awaydays at which strategic performance and risk management issues were considered within a longer term time frame
- Six weekly meeting of the Senior Management Board (SMB) where policies were set and strategic issues facing the Constabulary discussed and actioned, including matters relating to finance and human resources
- Operational and Performance Management (OPM) meetings held monthly whereby Chief Officers, Area Commanders and Departmental Heads monitored performance against the annual plan, tasking corrective action when required. Police Authority members and staff attended as observers
- Regular Intelligence Led Planning (ILP) processes whereby Area and Departmental performance against targets, including those relating to finance and human resources, were scrutinised by the lead Chief Officer with subsequent tasks agreed
- regular SMB problem solving days that considered emerging issues and plans
- production of an Organisational Strategic Assessment and Control Strategy which was reviewed and approved by SMB every six months
- Force Tasking and Co-ordinating (T&C) meetings every 28 days with Area T&C meetings taking place every two weeks to review operational priorities and task resources.
- Monthly Performance Management meetings on Operational Areas to review developing performance issues.

3.15 There were strong processes in place to ensure that Area and Departmental objectives were translated into individual performance management objectives. The Constabulary used its own Performance Development Review (PDR) system, to monitor both Police Officer and Police Staff performance, against individual objectives and behavioural competencies. The PDR system seeks to identify development needs of officers and staff which are then linked into the Force training plan as

appropriate. In addition, there is the Improving Personal Performance (IPP) scheme in place for operational police officer roles that forms part of their performance review.

Risk Management

- 3.16 The Constabulary has a well developed risk management process that ensures that risks are considered locally on a quarterly basis. The results of these reviews then feed through to the Risk Management Board to consider when reviewing the corporate risk register and actions being progressed to mitigate against identified risks. The corporate risk register and any proposed changes are considered and approved by SMB every six months prior to a report also being taken to Audit Committee, also on a six monthly basis.
- 3.17 The Authority has worked hard on its risk management arrangements throughout the year and they can now be considered to be embedded within the Authority's processes. Whilst there is still work to do the register is in an appropriate format and contains risks that are outside of the Constabulary's register. The Authority's register is now taken to each meeting of the Audit Committee and is taken twice a year to the Police Authority.

Compliance with the law

- 3.18 The Constabulary has an established Legal Services Department in place that provides a comprehensive legal advice service to officers and staff within the Constabulary. It has processes in place to identify and review changes in legislation and act appropriately. It has a dedicated Learning and Development department in place that ensures appropriate training is provided when needed to comply with new legislative requirements.
- 3.19 The Chief Executive of the Police Authority as Monitoring Officer ensures that all decisions taken by the Authority and its Committees, are intra vires and lawful. Where necessary he is able to seek legal advice from Hertfordshire County Council's County Secretary.

Whistle Blowing

- 3.20 The Constabulary has a Professional Standards Department (PSD) whose aims include the preventing and detecting of unethical behaviour, dishonesty and corruption in order to provide an enhanced quality of service and reassurance to the public. The Constabulary has an Anti-Fraud and Corruption Policy in place that has been published to all staff. In support of that policy the PSD internal website gives a range of methods that employees may use to contact them, including options for confidential and anonymous reporting. All allegations made are investigated by PSD or the Independent Police Complaints Commission.

- 3.21 The Authority's has its own Anti-Fraud and Corruption Policy which was approved during 2007/08. However, this is an amalgamation of three separate documents and it is in need of review to make in into one single document. In addition the Authority now needs to develop its own whistle blowing policy and publicise this to Members and staff. Both of these actions will be undertaken as part of the preparation for the Audit Commission HMIC review.

Complaints Procedure

- 3.22 Complaints from members of the public can be made at any police station, in writing to the Chief Constable or via a gateway organisation, solicitor or Member of Parliament. The citizen's advice bureau could be contacted in the first instance, to verify whether there are grounds for complaint. Alternatively complaints may be addressed to the Independent Police Complaints Commission.
- 3.23 The Constabulary has a Public Complaints Team which forms part of the Professional Standards Department. This team investigated those complaints made by members of the public that have been evaluated as sufficiently serious to warrant a formal investigation or where local resolution has not resolved the complaint.
- 3.24 Where a complaint means that corrective action to policy or procedures is required the Professional Standards Department would take the lead on this and ensure that this was actioned in a speedy and appropriate manner.
- 3.25 On 1 April 2009 Hertfordshire and Bedfordshire formed a new joint Professional Standards Department. Should there be any complaint against the new Head of this joint unit, it would be investigated by Cambridgeshire Constabulary who is now the preferred partner for the joint unit.

Members and Staff

- 3.26 The Authority has a protocol for relationships between Members and Officers which ensures proper and effective communication. To benefit from the wide range of skills and experience available and to create a framework for member development, work is planned in 2009/10 to review the skills and competencies of members in order to identify any development needs that they may have which can subsequently be addressed.
- 3.27 The Police Authority has a Chief Officer Personnel Committee who are responsible for arranging the appointment of the Authority's Chief Officers of Police (ACPO ranks) subject to regulations and the involvement of the Home Secretary and to have an oversight of all administrative work associated with such appointments. In addition,

they arrange for the appointment of the Authority's Chief Executive and Treasurer and for designation of its Monitoring Officer. They also determine locally agreed matters of remuneration and terms and conditions for ACPO officers and the Chief Executive, Treasurer and Monitoring Officer, and to consider Post Related Allowances for Chief Superintendents.

- 3.28 Both the Authority and Constabulary have agreed processes in place for determining the conditions of employment and remuneration of officers and staff.
- 3.29 The Police Authority Treasurer retired in April 2009 just after the end of the 2008/09 financial year. That role is currently being fulfilled by the acting Director of Finance for the County Council while the Police Authority make permanent arrangements.

Communication and Quality of Service

- 3.30 In the year the Police Authority used Opinions Research Services to consult members of the Hertfordshire Police Citizens panel on the proposed level of council tax budget. The Police Authority holds consultative meetings with sections of the community, primarily to find out what they expect from the police service and how satisfied that they are with the services that they receive.
- 3.31 The Constabulary produces a monthly newspaper: Herts Beat which is circulated to all officers and staff of the Constabulary. This paper is jointly produced with the Authority for public circulation at least annually.
- 3.32 The Constabulary continually run surveying of customer satisfaction. Service users are contacted on a sample basis and asked for their opinion of the service that they have just received. The information collected is required for the key performance indicators that were monitored by the Authority.
- 3.33 The IPP scheme operated by the Constabulary includes quality of service surveying of victims of crime by officer supervisors.
- 3.34 Safer Neighbourhood Teams consult regularly with their communities to review and refresh local priorities for policing action. These priorities are then published clearly on the Force Internet site.

Partnerships

- 3.35 It is the Authority's practice to ensure that, where it enters into a partnership, there is a written agreement between the parties setting out roles and responsibilities, including responsibility for staffing and funding.

3.36 The Authority / Constabulary were participants in the following key partnerships during 2008/09:

- Crime and Disorder Reduction Partnerships
- Hertfordshire Safety Camera Partnership
- Police Community Support Officer funding partnerships with the County Council, District Councils and other bodies
- Bedfordshire and Hertfordshire Major Crime Unit
- Chiltern Air Support Consortium
- Chiltern Transport Consortium.
- Eastern Regional Intelligence Unit
- Eastern Regional Counter Terrorist Intelligence Unit

3.37 The Constabulary is developing options and reviewing the arrangements for working collaboratively with the other forces on an ongoing basis. On 1 April 2009 the following new joint collaborative units with Bedfordshire Police became operational:

- Dogs
- Professional Standards
- Scientific Services

In addition, Hertfordshire are now undertaking some of Bedfordshire's legal work on a case by case basis and a new joint Firearms Unit is scheduled for implementation from 1 July 2009.

3.38 A strong governance structure was put in place during 2008/09 for developing collaborative work with Bedfordshire Police. This includes :

- Senior Responsible Owners at ACPO level from each of the two Forces
- A monthly Programme Board made up of senior managers from the two Forces together staff association representation.
- A monthly review by a Police Authority Working Group made up of members from the two Police Authorities together with their Chief Executives
- A quarterly meeting of the two complete ACPO teams, and
- Formal consideration and approval of business cases and agreements under Section 23(1) of the Police Act 1996 by both full Police Authorities.

3.39 As collaborative working develops further there will be a need to further review and develop governance arrangements in line with any emerging national and local best practice.

4. REVIEW OF EFFECTIVENESS

The Police Authority

- 4.1 Hertfordshire Police Authority has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal audit and the system of internal control. During 2008/09 the Authority identified the need to carry out a self assessment of its own governance role against various national quality frameworks. This work is underway and the outcomes from the self assessment will be incorporated into a Business Plan for the Authority which is currently under development.
- 4.2 Senior Officers in the Constabulary have produced departmental assurance statements to support this review and the Constabulary as a whole has produced an overall assurance statement. Internal Audit has drafted this statement making use of these reviews and with the involvement of the Chief Executive of the Police Authority who acts as the Monitoring Officer, the Authority's Treasurer, the Constabulary's Director of Resources, the Head of Finance, the Force Solicitor and other senior officers. The results of this review have also been discussed by the Senior Officers of the Constabulary.
- 4.3 The Treasurer and the Chief Executive of the Police Authority as Monitoring Officer have advised us on the implications of the review, and have a plan to address weaknesses and ensure continuous improvement of the system.
- 4.4 The Police Authority delegates to the Audit Committee responsibility for ensuring that there are effective systems for internal control and reporting any recommendations for improvement. In turn the Authority has effectively delegated to Internal Audit the role of co-ordinating the annual review of the effectiveness of the governance arrangements. This year the effectiveness of the governance arrangements as reported in the Annual Governance Statement will be considered by the full Police Authority, as the timing of the local elections make it impractical to convene an Audit Committee before the deadline for submitting the accounts.
- 4.5 At its March 2008 meeting, the Audit Committee undertook a review of the system of Internal Audit, which concluded that it complied with relevant professional standards and specifically with the CIPFA Code of Practice for Internal Audit in Local Government. The review was not repeated in 2009 as Hertfordshire County Council's Internal Audit team (who provide the Internal Audit service to the Authority) were reviewed by the Audit Commission, who found that Internal Audit complied fully with the CIPFA standard for Internal Audit.

- 4.6 The plans and work of Internal Audit and of the external auditors were regularly reported to the Audit Committee, which scrutinised the auditors' work, and management's actions in response to their recommendations.

Scrutiny Committee

- 4.7 The Scrutiny Committee was responsible for monitoring the performance of the Constabulary as compared to the most similar forces and for monitoring of the targets and indicators in the Policing Plan. Each of the subjects was considered in detail during the year. In addition, lead Members were responsible for monitoring progress on individual targets. Members are also kept informed on a quarterly basis by the Authority's Performance Manager as regards the Constabulary's performance against any "volume crime" targets
- 4.8 Performance against the Policing Plan was reviewed at the year end by the full Police Authority. The review took into account performance against Most Similar Family (MSF) and developing trends. In overall terms the Constabulary performance has been good and it has delivered against a number of challenging targets in the Policing Plan.

Review of Risk Management

- 4.9 Risk management processes are operating well in the Constabulary. There is a Risk Management Board that meets quarterly to review the major risks facing the Constabulary, and the action taken to mitigate them, and updates the Risk Register accordingly. The Risk Register includes an assessment of the likelihood and impact of risks, mitigating actions and a nominated risk owner. The Risk Register is also taken to the Audit Committee every six months for review. In addition to this process, the Constabulary has a risk management procedure for all projects, health and safety and information technology. During 2008/09, the Constabulary has embedded processes on local risk registers.
- 4.10 The Chief Executive of the Police Authority is invited to attend the Constabulary's Risk Management Board in order that he is aware of the risks facing the Constabulary and consider whether any of these have an impact on the Authority.
- 4.11 During the year the Chief Executive of the Police Authority revised the Authority's risk register and it was presented to the December meeting of the Audit Committee. It was agreed that this would be subject to review by the Audit Committee at each meeting, and would be forwarded to the Authority for consideration every six months. The Authority's risk management arrangements can now be considered to be embedded within the organisation.

Standards Committee

- 4.12 The role of the Standards Committee was to promote and maintain high standards of conduct by members of the Authority and to assist members to observe the Code of Conduct and provide training where necessary. In addition, they would be responsible for dealing with reports from a case tribunal or the Monitoring Officer. In the year the Standards Committee approved a new procedure to ensure that it complied with the revised complaints procedure.

Professional Standards

- 4.13 Performance meetings are held with the Chief Constable to review whether staff and officers are working in accordance with laid down professional standards. Accountability is achieved through the Police Authority Community Engagement Committee and quarterly 'File Reading'. As part of this there is a process to ensure lessons learned are acted upon.
- 4.14 The Constabulary's current performance for investigating complaints and conduct cases is assessed as good by the Independent Police Complaints Committee (IPCC). The Professional Standards Department (PSD) holds monthly meetings at both practitioner and management level with IPCC to share best practice and improve performance.
- 4.15 The Vetting Unit has introduced the Management Vetting process and as result the Constabulary now complies with National Guidelines which include 3 year reviews of all staff in terms of their vetting level.
- 4.16 In relation to corrupt practice the PSD is fully National Intelligence Model (NIM) compliant.

Internal control

- 4.17 Area Commanders and Departmental Heads made formal statements acknowledging responsibility for the following areas under their control during the year:
- Maintaining an effective system of internal control
 - Identifying principal risks to the department's or area's aims and objectives
 - Complying with Police Authority and Constabulary policies
 - Reporting irregularities
 - Safeguarding assets
 - Ensuring that all staff are aware of their responsibilities.
- 4.18 In addition where the Area or Department head held one of the following corporate responsibilities an assurance was also given:

- planning
- performance monitoring
- staffing
- individual responsibilities
- diversity
- value for money
- budget management
- partnership arrangements
- financial systems
- risk management
- managing change
- health and safety
- information management
- estates
- procurement
- business continuity
- standards of conduct and behaviour
- fraud and corruption.

4.19 A review of these statements and any disclosures has been carried out by Internal Audit and the Constabulary Head of Finance and we note that Constabulary changed Payroll provider during 2007/08 and it continues to work to ensure that the new controls are fully embedded. No further governance issues have been highlighted that are not included in section 5 below.

4.20 In October 2008 the Police Authority had £3m invested with the Heritable bank in Iceland. The Police Authority commissioned Price Waterhouse Coopers to undertake a review to ensure that the Treasury Management Service at the County Council had complied with the authorised Treasury management strategy. The report concluded that the agreed strategy had been complied with and all expected controls were in operation. The report recommended some improvements however which were considered by the Police Authority and a new Treasury Management Strategy has been agreed that will give Members a more active role in the Treasury Management process from 2009/10. It is now expected that around 80% of the money invested in Heritable Bank will be recovered over a period of time.

4.21 The governance structures put in place during 2008/09 to oversee developing collaborative work with Bedfordshire Police have proved effective in considering options, business cases, Section 23 of the Police Act 1996 agreements and in reviewing progress made following the setting up of joint units. All the new joint arrangements set up on 1 April 2009 had business cases and Section 23 agreements agreed by both Police Authorities during 2008/09.

Internal Audit

4.22 Internal Audit provided an independent opinion on the adequacy and effectiveness of the Police Authority's system of financial control, including in particular:

- the key controls operating within and around the core financial systems
- the controls operating in other areas that had been selected for audit using Internal Audit's risk assessment procedures
- controls over information management and security.

4.23 In the Chief Internal Auditor's opinion, the above arrangements were adequate and effective in 2008/09, with sound controls in all key areas.

External Audit

4.24 The external auditors issued the following reports during the year:

- Annual Governance Report
- Opinion on financial statements
- Police Use of Resources (PURE)
- Annual audit letter.

4.25 The key matters that the Audit Commission reported were that Hertfordshire Police Authority:

- were given an unqualified opinion on their accounts
- had proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources and could therefore receive an unqualified opinion for value for money
- achieved an overall score of 4 for the Police Use of Resources Evaluation (PURE) for 2007/08 which was reported to the Authority by the Audit Commission in October 2008
- along with the Constabulary had good systems and processes in place to collect, check and evaluate data to secure its quality and thus enable police resources to be targeted efficiently and effectively.

HMIC

- 4.26 The 2007/08 Performance Assessment Report, which covered all aspects of policing from reducing and detecting crime to efficient use of resources and customer service, said: "HMIC finds Hertfordshire Constabulary to be an efficient and effective Force". Over the period of the report crime in Hertfordshire continued to fall by 12% and crime detections rose to almost 30%. The figures for 2008/09 show a further fall of 5% in crime and detections have increased to 32.9%. A separate inspection of Citizen Focus showed that levels of local satisfaction and confidence in the police were amongst the highest in the country and Hertfordshire was one of only 3 Forces nationally to achieve an HMIC grade "Exceeding the Standard" in its inspection of Citizen Focus.
- 4.27 The inspection report following the review of the BHMCU (Bedfordshire and Hertfordshire Major Crime) showed that the performance was satisfactory with many strengths that come from the collaborative working and the Inspection report on Serious & organised Crime also classed the Force as "Achieving the Standard".

5. CONCLUSION

- 5.1 Internal Audit has co-ordinated the review which has led to this combined Annual Governance Statement and Statement of Internal Control with the involvement of the Chief Executive of the Police Authority in his role as Monitoring Officer, the Treasurer of the Police Authority, Director of Resources at the Constabulary, the Head of Finance, the Head of Legal Services and other senior officers.
- 5.2 We are aware of the implications of the review of the effectiveness of the governance framework, and a plan to address weaknesses and ensure continuous improvement of the system of internal control is in place.

6. SIGNIFICANT GOVERNANCE ISSUES

- 6.1 The Authority should develop a Whistle Blowing Policy and published it to Members and staff.
- 6.2 The Authority has drafted an Anti fraud and corruption policy that has been approved by the Authority, however there is scope to review this and produce a single concise document.
- 6.3 The Authority should progress plans to review the skills and competencies of its members in order to identify any development needs they may have which can subsequently be addressed.
- 6.4 The Authority is currently undertaking a self assessment of its governance role against various national quality frameworks in

readiness for the first round of inspections of Police Authorities by HMIC and the Audit Commission. The draft Business Plan for the Authority will then need to be finalised to take into account the outcomes of the self assessment.

- 6.5 The Constabulary changed payroll provider during 2007/08 and it continues to work to ensure that the new controls are fully embedded.
- 6.6 The Constabulary made good progress in addressing Management of Police Information Requirements (MoPI) but will need to continue to implement its action plan in order to ensure fitness for purpose in 2010.
- 6.7 We propose over the coming year to take steps to address the above matters to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements that were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

Signed:

Stuart Nagler
Chair of Hertfordshire Police Authority

Date: 30 June 2009

Frank Whiteley
Chief Constable of Hertfordshire Constabulary

Date: 30 June 2009

Andrew White
Chief Executive of Hertfordshire Police Authority

Date: 30 June 2009

On behalf of the members and senior officers of the Hertfordshire Police Authority and Hertfordshire Constabulary