

Devon and Cornwall Police Authority Corporate Governance Committee  
Thursday 4<sup>th</sup> March 2010  
Open for the purposes of FOI  
Report of the Director of Finance & Resources

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## Force Annual Assurance Statement

### Recommendation:

- (i) For the Corporate Governance Committee to receive the draft Force Annual Assurance Statement for 2009/10

### Introduction / Summary

1. This report introduces the Draft Force Annual Assurance Statement that has been produced on behalf of the Chief Officer Group (COG), having reviewed the governance systems in place within the Constabulary in support of the Authority's Annual Governance Statement.
2. The Police Authority is required to produce an Annual Governance Statement. Recommended good practice suggests that the Force should produce an Annual Assurance Statement to support the Police Authority Annual Governance Statement. This statement should include assurance on the system of internal control.
3. The Corporate Governance Committee are invited to review and comment on the Draft document. Comments can then be included in the final document.

### Background Information

4. The Chartered Institute of Public Finance (CIPFA) has set out a template for the assurance gathering process giving the steps that need to be undertaken to review governance arrangements and produce the Annual Assurance Statement.
5. The key elements in the assurance gathering process for the Force are as follows:
  - The evidence checklist – a detailed checklist based on CIPFA recommended best practice.
  - Internal Control Questionnaire – a questionnaire that will be issued to all Commanders and Heads of Department within the Force seeking assurance on the key internal controls.
6. In producing the document consideration is also given to previous documents and activity plans submitted to the Corporate Governance Committee on other occasions.
7. As the document is still in its draft form, comments relating to annual performance can only be included and commented on after the end of the performance year; i.e. after 31<sup>st</sup> March 2010.
8. The document makes reference to some of the areas identified last year as being challenges for the future. In some cases these have been resolved, thereby warranting a smaller entry. In other cases work will continue into the next year.
9. It has been helpful to be able to reconcile the document against the Force's Corporate Risk Register. This has provided reassurance that the two processes are complimentary.

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Report prepared 8 February 2010

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