

Report to: Audit & Risk Assurance Committee
Agenda item: 4.2
Date: 3 March 2016
Subject: MAR discussion paper
Sponsor: Authority Finance Director
For: Information

1. Purpose of Paper

- 1.1 The purpose of this report is to inform a discussion on the Management Assurance Return for the DfT.

2. Background

- 2.1 The MAR is issued to all ALBs by the DfT each year to help inform them of disclosures they need to make regarding risk within the group. Two submissions are required, one at the 9 month stage and one at full year.
- 2.2 Previously the A&RC has engaged with Internal Audit to review the full year MAR, however because of the issues which have arisen during the year they have been engaged to complete detailed testing of the 9 month point.
- 2.3 The drafted MAR is attached at appendix B, which also includes the detailed IA testing performed.

3. Areas for discussion

- 3.1 Three areas have been raised as a concern with the current drafted. These proposed responses require the A&RC to give agreement prior to submission of the return. They are:

MAR Ref 1.2.3 Can you confirm that access rights have been removed when individuals have left the department?

Response - Action has been taken in the course of this year to ensure gaps identified in the leaving process have now been resolved.

Areas of concern – During the year there was evidence of failures to withdraw from leavers access to online banking which was not resolved until the later part of 2015. In addition there is a review currently underway updating the Efins system for the appropriate employee delegation levels during the course of which it has been

necessary to remove access for those who have left. Does this warrant a Yes or a No response?

MAR Ref 2.2.1 Do you ensure that your key risks are identified and prioritised for action and mitigation actions are identified and monitored for their effectiveness.

Response - British Transport Police (BTP) holds a series of risk registers on an electronic system called 4Risk™, with the key Strategic Risks reported and reviewed at force level [Integrity and Compliance Board (ICB), then by Highlight/Exception reporting to the Force Executive Board (FEB)] and then to the British Transport Police Authority (BTPA), Audit Risk and Assurance Committee (A&RC). BTPA hold a separate strategic risk register which is also reviewed at A&RC. However in the light of the recent reviews it is clear that risks, which later manifested themselves as issues, were not identified.

Areas of concern – Given the issues arising within Finance, Information Management and HR across the year is there sufficient evidence to support a Yes response?.

MAR Ref 7.1.1 Are you confident that information assets in your business area are appropriately protected and managed by a nominated Information Asset Owner?

Response - An Information Asset Register is in place listing all applications, software and technology assets with strategic and tactical owners where applicable. An Information Management Strategy was published this year which provides guidance and processes surrounding appropriate information management and protection. As a result of this work BTP/A are now in a stabilised situation.

Areas of concern – Given the situation with Operation Canberra throughout the year, and that it will not be resolved by year end, have we protected and managed all information assets across the year?

4. Recommendations

- 4.1 Members are asked to discuss and confirm the above responses on the MAR return
- 4.2 Members are asked to approve the MAR return for submission.