



Audit of Facilities Security (PUBLIC)

Report #AR-2403
December 13, 2023

Why We Did This Audit

As a part of the Office of Inspector General's annual risk assessment, we noted a national trend of local government incidents resulting in disruptions in operations and violence. Ensuring the safety and security of all people within City facilities is essential to the City's ability to achieve its priorities and maintain public trust. A challenge local governments face when addressing security is the competing priorities of public access and maintaining a safe and secure environment. We conducted this audit to assist management in protecting employees, citizens, and City facilities while serving the public.

What We Did

The objective of the audit was to assess the effectiveness of physical security measures in City buildings and facilities and to ensure the City has made reasonable efforts to provide a safe environment for all employees and visitors. As part of our audit, we evaluated security governance, the risk assessment process, and security training. The audit excluded certain facilities within the City's utilities, police, and airport as separate regulations govern those areas.

We used several methodologies to achieve the audit objective. To conduct the audit, we:

- Reviewed laws, rules, and City ordinances related to security.
- Reviewed federal facility security guidelines, best practices, and related publications.
- Reviewed the City's documentation and policies to understand the defined roles and responsibilities for ensuring the safety and security of its facilities.
- Interviewed management and staff from various City departments and divisions to understand security processes and activities.
- Examined the City's contract with a private security company to gain an understanding of safety and security requirements.
- Evaluated internal controls related to employee access badges and entry systems.

What We Found

Due to the subject of this audit, certain aspects of the audit report are exempt from disclosure pursuant to Florida Statute 119. We concluded that, overall, the City has taken reasonable and appropriate measures to secure City facilities. However, during the audit, we identified areas where security enhancements should be implemented. Accordingly, we have made recommendations to management in a separate confidential report regarding the security of City facilities.

Appointed Official's Response

City Manager:

I appreciate the hard work and commitment of Inspector General Sutton and his team on this audit. This audit identifies ways in which facility security can be strengthened. Facilities Security team will develop and implement an action plan, which will enhance security and safety of our employees and the public while in City facilities.

Acknowledgements

We appreciate the cooperation and assistance provided by management and staff during this audit.

Project Team

Engagement conducted by: Randy Ditty, CISA, CPM, CICA - Senior IT Auditor

Engagement reviewed by: Jane Sukuro, CPA, CIA, CIG - Deputy Inspector General

Approved by: Dennis R. Sutton, CPA, CIA, CIG - Inspector General

Statement of Accordance

The Office of Inspector General's mission is to advance integrity, accountability, transparency, and efficiency and effectiveness within City government by providing professional, independent, and objective audit and investigative services.

We conducted this audit follow-up in conformance with the Institute of Internal Auditors International Standards for the Professional Practice of Internal Auditing and Generally Accepted Government Auditing Standards. Those standards require we plan and perform the audit follow-up to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe the evidence obtained provides a reasonable basis for our findings and conclusions based on our objectives.

Please address inquiries regarding this report to the Office of the Inspector General at (850) 891-8397 or inspector_general@talgov.com.

<http://www.talgov.com/transparency/inspectorgeneral.aspx>

