



**Date:** August 18, 2014  
**To:** Thomas Bonfield, City Manager  
**From:** Germaine Brewington, Director of Audit Services  
**Subject:** Transmittal of the Crime Statistics Performance Audit (June 2014)

### Executive Summary

The Department of Audit Services completed the Crime Statistics Performance Audit report dated June 2014. The purpose of the audit was to review the crime reporting process and determine if quality control processes are sufficient to ensure accuracy of crime statistics reported by the Police Department.

### Background

Crime statistics provide management with a comparative benchmark for any criminal justice system. The City of Durham's criminal justice system is undergirded by standards for the reporting of crime statistics. Crime statistics provide concrete data to support the allocation of resources. Crime statistics also validate the qualitative and quantitative merits of policies; an activity that would be difficult without accurate crime statistics. The City of Durham Police Department staff use the Records Management System (RMS) to collect data on crime statistics. Crime statistics are reported to Durham residents, City Council members, Police Department management, and the FBI through the Uniform Crime Reporting (UCR) Program.

The process for reporting incidents that are foundational to crime statistics analyses includes many steps. A primary factor in ensuring the accurate reporting of crime statistics is accurate classification of incidents. The Durham Police Department staff use the UCR guidelines provided by the United States Department of Justice and FBI guidelines to classify and count crime.

### Results in Brief

Overall, adequate controls exist over the crime reporting process. Incident reports are reviewed at various levels to ensure accuracy and completeness of data reported. Multiple levels of review in the Department help promote more uniform subjective decisions and mitigate risk of human error and to a lesser extent manipulation. These reviews by more experienced supervisors, Crime Analysis Staff, and Records Management personnel provide opportunities for discussion, correction, and ultimately more accurate classifications. In addition, adequate authorization controls exist over the access to the RMS system.

Opportunities to enhance controls were identified in the following areas:

- Monitoring of deletions and changes to data through audit trail logs; and
- Monitoring incident reports that are not reviewed (because they purge from the queue) as required by standard operating procedures.

Two recommendations were made as a result of the audit field work.

**Issues and Analysis**

The attached report details the objectives, observations, and results of the Crime Statistics Performance Audit dated June 2014.

**Recommendation**

The Department of Audit Services recommends the City Council receive and accept the Crime Statistics Performance Audit dated June 2014 as presented and approved at the June 9, 2014 Audit Services Oversight Committee meeting.

Attachment