

## JOINT INDEPENDENT AUDIT COMMITTEE

### SUMMARY ACTION LOG – 19 APRIL 2018

Ref	Meeting Date	Minute No	Resolution	Actioned by	Progress	Updated
170	18/10/2016	25/16	Minutes of Committee meetings be drafted and circulated within 10 working days, where possible.	CCPA/CAO	To remain on the action log until this has been complied with.  Timescale for drafting/circulating JIAC minutes included in the draft JIAC Procedure doc circulated by the DCFO on 06/04/2018.	09/04/2018
228	27/07/2017	22/17	The Committee be provided with details of lead officers for Regional Collaboration and the budget contribution made by each force in the East Midlands.	DCC	Paper provided by Force CFO for circulation to JIAC members on 11/04/2018 as part of the Agenda pack.	09/04/2018
229	27/07/2017	25/17	The wording of the Professional Standards Reporting Policy PD 48 on page 1 of the joint Anti-Fraud and Corruption Policy be amended to include "(Whistleblowing)".	RPO	Amendment Completed – awaiting completion of action 230 before re-publication of policy. (see below)	15/01/2018
230	27/07/2017	25/17	The wording of the final paragraph on page 9 of the joint Anti-Fraud and Corruption policy be clarified.	RPO	Amendments in progress by RPO for completion by April 2018. (Consultation / agreement with the force on revised wording required).	21/03/2018
231	27/07/2017	25/17	Issues highlighted by the Committee in respect of the terms of reference for the Anti-Fraud and Corruption meeting be considered as part of the next periodic review.	RPO	Suggestions for inclusion onto the draft workplan requested from attendees at 7 March 2018 Anti-fraud and corruption group meeting. Draft plan under construction for use at next (June) group meeting.	21/03/2018

232	27/07/2017	28/17	The Committee receive a report at the 24 January 2018 meeting on the approach that will be taken to reporting the Accounts in the PCC's Annual Report to the PCP.	CFO	Cross reference between the annual Financial Statements and the Annual Report to the Police and Crime Panel (PCP) will be achieved by ensuring that the CFO narrative in the Financial Statements makes reference to performance information. Similarly, the Annual Report to the PCP will make reference to financial performance.	17/01/2018
233	27/07/2017	31/17	Comments from Members in relation to controlling risks be made more explicit in the Risk Management Strategies.	CFO/RPO	Issue discussed with CFO and re-wording of OPCC risk strategy completed by RPO and strategy re-published.	21/03/2018
239	31/10/2017	41/17	Minutes of the JIAC meeting held 27 July 2017: Consideration be given to changing the following passage at Minute 29/17:  <i>'The Chief Finance Officer (FCFO) accepted that the response had been poorly drafted and explained that Budget holders would need to change their mindset from saving money to delivering services'</i>  The passage is considered too negative and does not properly reflect the importance of the message being communicated to budget holders.	FCFO/CAO	Wording amended.	17/01/2018
240	31/10/2017	42/17	Internal Audit to examine how fraud awareness and training is provided to police officers and staff on secondment	IA	Training requirements for officers on secondment will be covered as part of the Learning & Development audit. This is included in the agreed scope and the audit starts on 22/01/2018.	10/01/2018

241	31/10/2017	44/17	Internal Audit Implementation Progress: A brief explanation be provided on the outcome of the debt recovery policy review.	DCFO	Explanation emailed to JIAC members.	15/01/2018
242	31/10/2017	48/17	Review/Take Stock of Accounts Process and Preparation for 2017/18: Copy of the 2016/17 summary accounts be circulated to JIAC members and published on the PCC and Force websites.	DCFO	Summary Accounts circulated to JIAC members, with an invitation to comment by 15/01/18. Final version will be published by end of January 2018.	15/01/2018
243	31/10/2017	49/17	Finance Review: Action Plan to include completion dates or estimated completion dates rather than stating <i>'in progress'</i>	FCFO	To be amended in next update scheduled for April JIAC. Progress report deferred from JIAC 24th January 2018, due to no Head of Finance in post as yet.  A report has been submitted by the FCFO in respect of the future of the CIPFA review – see Agenda.	17/01/2018  04/04/2018
244	31/10/2017	50/17	HMIC Areas for Improvement: The response to Undercover Policing Ref No 1429 be amended to confirm that an Internal Review process is undertaken by the Force but not recognised by HMIC.	DCC	In future, at the cessation of their operation, investigators will be brought to the major incident board for review. There is an internal review policy in EMSOU however this is not recognised by HMIC.  It is believed that our approach is more aligned to that requested by HMIC.	04/04/2018
245	31/10/2017	52/17	linkages are made between the Assurance Map and the force Strategic Plan	RPO	Initial contact with Force Delivery Plan Manager - confirmed delivery plan is under construction - however no timeline for completion was available – watching brief. (Unable to make	21/03/2018

					links to assurance map as no assurance evidence is available relating to progress against plan / strategic objectives. (see assurance map cover report – April JIAC Item 17.)	
246	31/10/2017	53/17	Forward Plan: The annual private meeting of the JIAC to assess individual performance of all members (including the Chair) be rearranged in light of the Committee currently being without a permanent Chair.	DCFO	Included on the Forward Plan for October, the new Chair will be two meetings into their role by then.	09/04/2018
247	31/10/2017	54/17	Terms of Reference and Code of Conduct: The Committee's Terms of Reference and Member Code of Conduct be reviewed after the JIAC Effectiveness Audit has been fully completed.	DCFO/CAO	Pending.	04/04/2018

Key

DCC - Deputy Chief Constable  
FCFO - Force Chief Finance Officer  
FFO - Force Finance Officer  
RPRO - Risk Policy Review Officer

CFO - Chief Finance Officer  
CAO - Corporate Administration Officer  
RPO - Research and Performance Officer  
CIM - Continuous Improvement Manager

DCFO - Deputy Chief Finance Officer  
CCPA - Chief Constable's Personal Assistant