

## AUDIT & SCRUTINY PANEL MEETING

### Actions arising from previous meetings an progress against action tracker

|            | ACTION   | ALLOCATED TO | TIMESCALES FOR UPDATES | UPDATE  |
|------------|--|--------------|------------------------|---|
| <b>001</b> | Terms of Reference – draft document<br>a. Compare with ToR for other A&S panels in the region<br>b. Review statutory responsibilities<br>c. Refresh Work Programme<br>d. Further develop Assurance Mapping | CR/ JM       |                        | The ToR have been updated.<br><br>The statutory responsibilities have been reviewed and these have been mapped against the requirements for Audit Committees (CIPFA Practical Guidance for Local Authorities and Police.<br><br>A draft work plan has been developed for discussion at the next JASP.<br><br>The next steps will include the further development an Assurance Map that will help to inform the Internal Audit Plan and other areas of potential review. |
| <b>002</b> | <b>Terms of Reference – draft document</b><br>Panel members to comment   | A&S Panel    | September 2017         | New ToR issued Dec 2017<br>Electronic copies to be issued.  |

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|-----|--|----------------------|-------------------------|---|
| 003 | <b>Work plan and agenda items</b><br>Use of assurance map  | CR/JM/Chair          | December 2017           | On agenda for discussion at Dec JASP meeting  |
| 004 | <b>Internal Audit customer satisfaction surveys</b><br>Review current from<br>Liaise with A&I team re monitoring process to improve response rates             | BW<br>CR/BW/JM       |                         | The Audit and Inspection team within Force will start to coordinate the completion of the surveys. It is also proposed that highlights from these are discussed at the Regional meeting which is chaired by ACO Dawkins to help drive improvements. |
| 005 | <b>Draft OPCC and Group final statutory accounts and draft Annual Governance statements</b><br>Panel members to provide comments via the chair                 | Panel members        | 2 weeks                 | Completed Sept 2017   |
| 006 | <b>Internal Audit Progress Report</b><br>Reporting on completion of management actions<br><br>Identify ways of ensuring feedback for every report commissioned | BW<br>JM<br>RB<br>CR |                         | Amalgamates With item 4   |
| 007 | PCC investigation – adoption of an overall dashboard style picture to enable panel members to see any trends and back logs and compare to other forces         | Supt Leona Scurr     | When next report is due | Future performance reports that are submitted to the JASP will include the Forces ranking in the national IPCC data. This is so the panel can see how we compare nationally and we aren't just comparing ourselves to ourselves                     |

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| <b>008</b> | Information on the PEEL inspection be brought to next meeting                 | Brian Welch / Phil Gilbert | Next Meeting | This information is provided in the PCC's update report going to Dec JASP meeting |
| <b>009</b> | More detailed report on progress made against the risks associated with MARAC | Supt Rob Griffin           | Next Meeting | Report to Dec JASP (App 2 of Audit and Inspection Report)                         |