

JOINT AUDIT AND SCRUTINY PANEL WORK PLAN

<u>ITEM DESCRIPTION</u>		<u>REPORTING FREQUENCY</u>	<u>LEAD OFFICER</u>
9 June 2015 – 2pm			
1.	Election of Chair	Annually	OPCC
2.	(5) IPCC investigations, recommendations and actions (October – March)	6 monthly	Force
3.	(36) Force Improvement Activity Lessons Learned monitoring, IPCC lessons learned report (October - March)	6 monthly	Force
4.	(6) & (7) Whistle Blowing Policy and review of compliance (October – March) and Anti-Fraud and Corruption Policy - review of compliance update (October – March)	6 monthly	Force
6.	(11) Draft Internal Audit Plan (Annual Internal Audit Strategy and Audit Plan)	Annually	
7.	(10) & (42) Force, PCC and Regional Draft Annual Governance Statements	Annually	OPCC & Force
8.	(39) Internal Audit Annual Assurance and Performance Report	Annually	OPCC CFO
9.	(33) Insurance Provisions Report	Annually	OPCC CFO
10.	Police and Crime Plan		OPCC CFO
11.	Refreshed Police and Crime Plan Delivery Plan (2015-18)		OPCC CFO
12.	Verbal update on progress of Statement of Accounts		OPCC CFO
13.	Verbal update from External Audit		OPCC CFO
14.	Reserves and provisions out-turn report		OPCC CFO
15.	Introduction to new internal auditors		OPCC CFO
	Standard items:-		
	Updates on scrutiny and other reviews	As required	OPCC & Force
	PCC Update Report	Quarterly	OPCC
	HMIC Inspections and Recommendations	Every meeting	OPCC
	(12) & (40) Internal Audit Progress Report	Quarterly	OPCC CFO
	(40) Audit & Inspection Report	Quarterly	ACO Resources
8 September 2015– 2pm			
1.	(23 & 24) Statement of Accounts and Summary Statement of Accounts	Annually	OPCC & Force
2.	(10 & 42) Annual Governance Statements	Annually	OPCC & Force
3.	External Audit – Annual Governance report	Annually	OPCC CFO
4.	(43) Risk report on monitoring and actions for mitigation update	6 monthly	OPCC & Force

<u>ITEM DESCRIPTION</u>		<u>REPORTING REQUENCY</u>	<u>LEAD OFFICER</u>
5.	(35) Force Governance monitoring, assurance and improvement outcomes for decision making	6 monthly	Force
6.	Regional Collaboration Update	Annually	Force
	Standard items:-		
	Updates on scrutiny and other reviews	As required	OPCC & Force
	PCC Update Report	Quarterly	OPCC
	HMIC Inspections and Recommendations	Every meeting	OPCC
	(12) & (40) Internal Audit Progress Report	Quarterly	OPCC CFO
	(40) Audit & Inspection Report	Quarterly	ACO Resources
<u>7 December 2015 –</u>			
1.	(5) IPCC investigations, recommendations and actions (April – September)	6 monthly	Force
2.	(36) Force Improvement Activity Lessons Learned monitoring, IPCC lessons learned report (April – September)	6 monthly	Force
3.	(6) & (7) Whistle Blowing Policy and review of compliance (April – September) and Anti-Fraud and Corruption Policy - review of compliance update (April – September)	6 monthly	Force & OPCC
4.	(35) Force Governance monitoring, assurance and improvement outcomes for decision making	6 monthly	Force
5.	External Audit Annual Audit letter	Annually	OPCC CFO
6.	Verbal update on regional assurance work	Annually	OPCC CFO
	Standard items:-		
	Updates on scrutiny and other reviews	As required	OPCC & Force
	PCC Update Report	Quarterly	OPCC
	HMIC Inspections and Recommendations	Every meeting	OPCC
	(12) & (40) Internal Audit Progress Report	Quarterly	OPCC CFO
	(40) Audit & Inspection Report	Quarterly	ACO Resources