**OFFICE OF POLICE AND CRIME COMMISSIONER**

**OFFICE OF THE CHIEF CONSTABLE**

**TITLE: Board Assurance Framework Template**

**DATE: 14th September 2023**

**TIMING:**  **Annual**

**PURPOSE:** **For Consideration and Comment**

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| **1.** | **RECOMMENDATION**  That the Joint Audit Committee (JAC) consider and provide feedback on the Board Assurance Framework (BAF) template. |
| **2.** | **INTRODUCTION & BACKGROUND**  The development of the BAF started in late 2021 after research indicated that this was not a document currently used in policing and the templates used in other organisations were not appropriate.  Since then, we have worked to develop a template document that not only works for policing but also assists the JAC in receiving the assurance needed for their role. |
| **3.** | **ISSUES FOR CONSIDERATION**  **Appendix 1 – BAF**  After feedback from the JAC, the CFO and HoAC developed a new template. This was discussed with the Chair and BAF lead for the JAC who were satisfied that that the document, once completed, could provide them with the assurance they required.  Of the six headings currently within the document (these are subject to change), the statutory heading is the one that has been progressed from an OPCC perspective only and is contained on tabs 1.A, 2.A. and 3.A. The first tab, ‘Assurance Dashboard’, contains a key informing the reader of the colour coding. Please note, that the current colours used are not reflective of the ‘grading’ of the area concerned. A self-assessment exercise will be undertaken on each area once complete.  The BAF template is provided to the JAC for feedback on the format and template. The content is still under development and will be provided for review at a later date. |
| **4.** | **NEXT STEPS**  The feedback received from the JAC will be incorporated into the template as applicable. Work will continue to develop the content further as and when resources allow. |
| **5.** | **FINANCIAL CONSIDERATIONS**  There are no financial risks arising as a result of this report. |
| **6.** | **PERSONNEL CONSIDERATIONS**  Due to limited resources within the OPCC as a result of circumstances outside of our control, the BAF development is currently on hold in order for a focus on statutory responsibilities.  When resource allows, the development of the BAF will be re-started. |
| **7.** | **LEGAL IMPLICATIONS**  There are no legal implications relating to the development of the BAF as it is not a statutory document although it is acknowledged, when complete, that it will support the JAC and senior officers of both the OPCC and force in ensuring they have oversight of key areas of the organisation. |
| **8.** | **EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS**  This report has been considered against the general duty to promote equality, as stipulated under the Strategic Equality Plan and has been assessed not to discriminate against any particular group.  Consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998 in preparing this report. |
| **9.** | **RISK**  There are no risks arising as a result of this report. |
| **10.** | **PUBLIC INTEREST**  This report is exempt from publication as it is currently still under development and is likely to contain sensitive information that is not suitable for the public domain. |
| **11.** | **CONTACT OFFICER**  Joanne Regan, Head of Assurance and Compliance |
| **12.** | **ANNEXES**  Appendix 1 – Board Assurance Framework. |