

Self-Assessment Action Plan

This action plan has been created as a result of the Joint Audit Committee self-assessment process for the 2017/18 financial year.

		<u>ACTION PLAN</u>		
		Key: Green = On-going Blue = Completed		
<u>Questionnaire Number and Question</u>		<u>Comments</u>	<u>Suggested Resolution</u>	<u>Update</u>
2.	Is the role and purpose of the audit committee understood and accepted across the Force/OPCC?	Respondents were generally satisfied that the role of the JAC was understood to a proportionate degree in both the OPCC and the force. Further work needed to be undertaken to build an understanding of the JAC's role externally with partners such as the Police and Crime Panel.	Inviting the Chair of the Police and Crime Panel to a JAC meeting has been discussed. Also, a 121 meeting between the Chair of the JAC and the Panel could also take place with feedback provided to both Committees.	As well as inviting the Chair of the Police and Crime Panel to a JAC meeting and the possibility of a 121 meeting between the JAC Chair and the PCP Chair, we agreed that by inviting people from within the organisation to meetings as appropriate would slowly build the understanding of the JAC throughout the force Email sent to the PCP secretariat 19/07/18. Following members of the PCP have said they would like to attend JAC in December subject to other commitments: Cllr John Guy Cllr Colin Mann Complete.
4.	Do the committee's terms of reference explicitly address all the core areas identified in CIPFA's Position Statement.	Assurance Framework Controls and systems are established but partly covered by forward work planning and strategic planning processes. CIPFA training has also enabled the JAC to ensure the correct areas are being discussed	Development of a Board Assurance Framework is being considered to ensure the controls and processes are linked together. This is currently an on-going area of work.	An internal audit is being undertaken in this area. Once the outcome of the audit has been received we will consider how this could be progressed further.
		Value for Money The ToR reflects VfM but can the JAC demonstrate that it sufficiently covers this area.	Value for Money Profiles are examined on an annual basis as part of the 'deep dive' schedule. A detailed discussion on the value for money profiles took place at the March meeting. The ToR state that the JAC consider and comment upon the arrangements for delivery of Value for Money.	Discussions in relation to how the JAC meet their terms of reference in relation to Value for Money were had at the June 2018 meeting. Force are considering how the Force Management Statements could be utilised to assist the JAC in this area. Update September 2018: VfM deep dive to take place after the December meeting where it is hoped that final agreement as to how the JAC cover this area of work reached.
C 1-3	Self-Assessment Process	1. We have already asked internal audit to prepare a report which may produce suggestions or confirm our process, with which I am very satisfied.	It has been agreed with the Chair that the comparison of the self-assessment forms across Wales will be undertaken by the OPCC if there is capacity prior to the next process. Internal audit would need to charge for this process if they were to undertake it.	If members are satisfied that this action has been complete then it is suggested that it is removed from the action sheet. Alternatively, members may wish it to remain until the comparison of the self-assessment documents has been completed.

		<p>2. A comparison with the self-assessment forms used by the other Welsh JACs could provide pointers for improvements in this self-assessment process.</p> <p>3. It would be helpful to have sight of the resulting action plan from previous year's self-assessment process along with progress against the action plan, to assist completion of the current year's self-assessment.</p>	<p>Progress against the action plan is discussed at every meeting. Removal from the agenda was agreed as aside from the Board Assurance Framework, the actions had been completed. The action plan can be distributed with the self-assessment forms for the next process if it would be useful.</p>	<p>Update September 2018: It was agreed that this action would remain on the action plan until the comparison had taken place.</p>
C9	Pictorial Representation	<p>A pictorial representation of the sources of assurance that make up the framework could be beneficial, indicating opportunities for triangulation.</p>	<p>Determine if this would be useful and if so what exactly is required. Alternatively, this could be considered as part of the development of the Board Assurance Framework.</p>	<p>Further discussion required.</p> <p>Update September 2018: We agreed that this would remain on the action plan and would be considered alongside the Board Assurance Framework.</p>