**OFFICE OF THE POLICE AND CRIME COMMISSIONER**

**OFFICE OF THE CHIEF CONSTABLE**

**JOINT AUDIT COMMITTEE**

15th June 2023

Present: Mrs D Turner (Chair), Dr J Wademan (Vice Chair),

Mr A Blackmore, Mr G Watts and Mr A Johns

Together with: Ms E Thomas– Deputy Police and Crime Commissioner (DPCC)

Mrs S Curley – Chief Executive (CEx)

Mr N Stephens – Assistant Chief Officer – Resources (ACOR)

Ms V Townsend – Chief Superintendent, Head of Continuous Improvement (HoCI)

Mr M Coe – Head of Finance (HoF)

Mrs H Cargill – TIAA (TIAA)

Mrs T Veale – Audit Wales (AW1)

Mr G Lewis - Audit Wales (AW2)

Mr M Corcoran – Internal Audit Torfaen County Borough Council Audit (TCBC)

Mrs N Warren – Governance Officer (GO)

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| The meeting was held in Yew Room 1 and on Teams and commenced at 10:00am.  | **Action** |
| 1. **APOLOGIES**
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| Apologies for absence were received from Mr J Cuthbert, Police and Crime Commissioner for Gwent, Ms P Kelly, Chief Constable, Ms R Williams, Deputy Chief Constable, Mr D Garwood-Pask Chief Finance Officer, Mrs J Regan, Head of Assurance and Compliance, Mrs H Williams and Mr R Harries Audit Wales, Mr J Sheppard and Mr G Gray, His Majesty’s Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) Force Liaison Lead. |  |
| 1. **DECLARATIONS OF INTEREST**
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| There were no advance declarations made in relation to the business to be transacted. |  |
| 1. **MINUTES**
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| The minutes of the meeting held on 2nd March 2023 were received and confirmed.  |  |
| 1. **ACTIONS**
 | **Action** |
| We received and noted the actions from the meeting held on 2nd March 2023 and actions outstanding from earlier meetings. **Action 2, 2 March 2023, Actions.** JAC members agreed a deep dive risk on Children in Custody at the next meeting. It was suggested narrative within the Children in Custody risk appeared to contradict some of the requirements within the Code of Ethics. Following discussion, it was agreed the Chair of the Ethics Committee, Ch/Inspector Bartley would be invited to the JAC meeting to address this issue as part of the risk deep dive.**Actions 2, 2 March 2023, Actions.** JAC had suggested that it would be beneficial for independent members from other Committees to meet. The Chair clarified the request related to meeting fellow Committee Chairs to discuss governance arrangements in general on an annual basis. The CEx explained that the Ethics Committee Chair was a Force representative, and it was intended that the Committee would mimic the structure of the JAC in terms of its Chair and independent members in the future. The CEx agreed to request a timeframe for when this change was expected to take place. Following a discussion, it was agreed Ch/Inspector Bartley could also provide an update on the Governance arrangements of the Ethics Committee at the December JAC meeting. **Action 3, points 2 and 3, Headquarters Update, 2 March 2023**. It was agreed these actions could be closed as a Culture risk had been added to the risk register. **Action 5, Estate Strategy Review Findings Presentation, 2 March 2023.** Following a discussion, it was agreed it would be beneficial for the Final Estate Strategy to be presented as an agenda item in the July JAC meeting for comment as opposed to the suggested deep dive. **Action 9, Update on the Actions in the Audit Wales Management Letter, 2 March 2023.**  JAC requested an update on the ICT Strategy in relation to the Disaster Recovery arrangements for the Fully Integrated Resource Management System (FIRMS). The required schedule had yet to be confirmed as there was a large amount of ICT work to be undertaken by South Wales Police (SWP). There were 50 vacancies within their 125 required establishment, so work was having to be prioritised accordingly. **Action 3, 8th December 2022, Risk Management Framework.** It was confirmed the risk definition at 5.1 had been amended and the JAC Risk Lead had sight of it, so the action could be closed. **Action 3, 8th December 2022, Risk Management Framework.** This action could be closed as same as Action 2, 2 March 2023**Action 6, 8th December 2022, Reserves Strategy 2022/23.** The two new JAC members had met with the CFO for briefings on Reserves and Treasury Management and areas of interest. The Chair reminded us there were to be open invites to the other members should they wish to attend to refresh their knowledge in a specific area. GO to email JAC members for any requests and arrange a meeting with CFO if required. **Action 8, 8th December 2022, Annual Code of Ethics Compliance Report.** The Chair requested feedback on the revised Code of Ethics. The CEx explained there had been emphasis on reducing the size of the document. However, there were concerns fed back to the College of Policing that some removed content should be re-input, such as reference to the Nolan Principles. No formal response had been received from the College of Policing to date. This would be shared with JAC upon receipt. **Action 8, 8th December 2022, Annual Code of Ethics Compliance Report.** A request on the dilemmas discussed at the Ethics Committee had been suggested. Following a discussion, it was agreed this action could be closed as this would be addressed during the Children in Custody risk deep dive. **Action 6, JAC Self- Assessment Action Plan 8th September 2022.** Following a discussion, it was agreed the HoCI would provide clarity on where the Section 22a Collaboration Agreements sat within the new Governance Structure.JAC suggested there should be clarity regarding succession planning and also raised concerns regarding the high number of vacancies within SRS, although not within GP it was interconnected with the service to Gwent. | **LB****Action****CFO** |
| 1. The information contained in the report(s) below has been subjected to the requirements of the Freedom of Information Act 2000, Data Protection Act 2018 and the Office of the Police and Crime Commissioner for Gwent’s public interest test and was deemed to be exempt from publication under section 7.
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| 1. **TO DISCUSS NEW RISKS AND CHANGES TO RISK RATINGS**
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| We received the Risk Register. The new HoCI had conducted a deep dive of the risks with her team and acknowledged there was more work to do. The process had enabled her to clarify what was required in terms of governance to provide JAC members with further assurance on risk management. The HoCI assured us the Risk Register would be updated by the following meeting to reflect the changes, including a review of the tolerance levels, timescales for achievement of the set measures and the timeliness of updating the narrative of the risks.As suggested by JAC, Culture had been added to the Risk Register and rated as a high risk with an overarching statement of the risk. There was further work being undertaken to ensure all aspects of culture were being captured, such as retention, human resources, wellbeing and staff surveys as opposed to a singular aspect. This would provide clear metrics for the HoCI to measure against in terms of risk management.The HoCI referred to the Evidential Storage Risk at Bettws regarding the security and location of the facility. The ACOR confirmed a business case had been completed at the end of March 2023 for an investment of £350k for the internal restructure of Bettws, security improvements and to provide additional capacity, which was expected to be completed over a period of 4-6 months. The HoCI advised us that she was now the risk owner for Crime Data Integrity risk. A check was conducted in May 2023, achieving a rating of 88%, which was a ‘Requires Improvement’ rating. An inspection rating of 95% within the His Majesty’s Inspectorate of Constabulary, Fire and Rescue Service (HMICFRS) legitimacy report reflected a good or outstanding rating and it was deemed adequate to achieve between 92% to 95%. A phased plan was to be implemented focussing on management and integrity of audit in December 2023 and June 2024 to improve the rating in Force.There were elements within the Welsh Language Standards that required addressing, which was assessed as high risk. The HoCI explained that the risk did not illustrate the elements that were mandatory and those that were not, so it was likely the risk would be split into two risks. The People and Culture Board would review the issues raised. Capacity within the Public Protection Unit (PPU) was lower than required and this had been reflected in the high risk rating. However, following a recent review the PPU cohort had grown, so that element of the risk had been mitigated. However, there was a still a risk in relation to the Rape Investigation Team so the HoCI confirmed the initial risk would be closed and a new risk added to the register in relation to the Rape Investigation Team. The HoCI confirmed the Evidential Storage and Volume risk had remained high and advised us that a vast amount of work had been conducted in this area and progress was being made. The risk would be updated accordingly for the following meeting. The JAC Risk Lead thanked the HoCI for her update and for capturing all the salient points including clarity of risk description, relevancy, metric requirements to monitor progress and the destination of the risk including risk tolerance. The JAC Risk Lead offered his assistance to the HoCI to make further improvements to the Risk Register, which was gratefully received. JAC members emphasised the importance of ensuring the onus was put on risk owners to ensure their risk was being addressed and updated and for the Force to understand how useful a tool the risk register was for the Force. The HoCI confirmed that governance was another of her responsibilities and accountability of risk by the risk owners was one of her priorities. The ACOR confirmed more onus was being put on risk owners to provide timely updates in relation to the risks.The DPCC thanked the JAC members for their scrutiny and expertise as it was vital in providing the Chief Constable and Commissioner’s Office with independent assurance. | **Action****HoCI****Action** |
| 1. The information contained in the report(s) below has been deemed not to be subject to the requirements of the Freedom of Information Act 2000, Data Protection Act and the Office of the Police and Crime Commissioner for Gwent’s public interest test and is deemed not to be exempt from publication under Section 7.
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| 1. **INTERNAL AUDIT (TIAA)**
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| We received and noted the TIAA Update Report, the Draft Annual Plan 2023/24 and the Local Policing – Property and Cash Audit Review. All audit work had been completed apart from the collaborative review of the use of the OLEEO Human Resources system. This was initially delayed at the request of the Lead collaborative Force to complete it after year end. It had subsequently been completed and was expected to be issued within the next couple of weeks. The Draft Audit Plan had been updated to include additional collaborative audits, many of which would be for all four Welsh Forces and some for two or three of the Forces as agreed with the Forces. The theme was generally Risk Management and Finance, although there were a few new audits such Information Disclosures and Telematics, which had been subject to a partial audit previously. The number of audit days had also increased slightly compared to the previous year.Appendix A had been updated to include the last date of audit and was colour coded to illustrate the level of assurance the audit had received. The JAC ICT Lead noted the potential use of Artificial Intelligence (AI) and National Natural Language Processing (NLP) in audit processes and asked how this technology would be utilised going forward. TIAA confirmed training was due to take place a few weeks on this work and there would be more information with regards to the changes by the following meeting. The JAC Chair explained that JAC members were very disappointed with the limited assurance rating of the Local Policing – Property and Cash audit, given that this had been an ongoing issue they had frequently sought assurance on, on my many occasions had been assured changes to the structure and additional resources would address the issues within evidential storage. Given the content of the report, it was suggested by JAC members the audit should have received a no assurance rating. JAC members also noted there were urgent actions planned to take place in April 2023 to address the issues but there was a request in the Outstanding Audit Recommendations report to extend the dates to 31st December 2023. JAC were concerned with the request given the matter of urgency. The ACOR acknowledged this has been an ongoing issue for a number of years and many audits had been conducted and improvements had been made and assurances provided to JAC. Unfortunately, even with the level of investment, there were problems that still needed to be resolved and it was a timely opportunity for the ACC to tackle the issues. The ACC acknowledged the disappointment of JAC members given the outcome of the review and accepted that housekeeping within evidential storage was not as it should be and urgently required rectifying. Gwent Police (GP) were not an outlier in terms of having issues with evidential storage, however, it was a key priority to ensure public confidence that appropriate processes and controls were in place within this area. GP have a very young in service workforce and cultural change was key to ensuring processes were improved including expired exhibits being reviewed in a more timely manner and some of the seized items being dealt with as digital evidence as opposed to retaining the physical items. The ACC assured JAC members that improving this area of work was one of his priorities; an article had already been published on the Force Intranet and included in a Chief Officer Vlog, staff within the evidential storage unit were available online to officers for any property queries. Arrangements had also been made for officers to meet with the evidential storage team to work through evidential storage to return or dispose of items where appropriate. Performance metrics had been embedded in each of the geographical areas command and was part of the local policing area performance meetings. An Inspector from each local policing area had also been appointed as a Single Point of Contact (SPOC) to liaise with evidential storage team. The ACC had also attended appropriate Force meetings to reinforce the importance of ensuring the appropriate evidential processes were being adhered to. Gatekeepers had been appointed in both Blackwood and Newport Central policing areas to assist with embedding the changes. The ACC assured JAC members the Force had acknowledged there was still a lot of work to do in this area but indications were that progress was being made, as the number of outstanding items in storage had decreased since April 2023. The ACC referred to the request to extend the evidential storage audit recommendation to 31st December 2023 and informed us Bettws Police Station was to be refurbished to accommodate better storage of property and there was a plan in place to relocate the property to a different location in Tredegar in September 2023. Property held in other locations would also be relocated to other areas in Force and business as usual property would then be stored in Mamhilad. There would be a time period where officers would need to comply with the property seizure and retention process but this would be a short term issue to ensure a better long term solution.JAC members recognised the issue was likely to be primarily due to having one of the youngest workforces in the UK, which had put a strain on the Force overall. JAC acknowledged the work being undertaken to address the issue and suggested there should be further focus on induction processes to ensure the training was adequate and further improving culture within the organisation.JAC members suggested there were procedural issues with how evidential property was being recorded and managed that needed to be addressed and concerns were raised regarding the use of the intranet to highlight issues of bad practice. It was suggested there was potential for fraudulent activity to take place and issues that could potentially pose a risk. JAC recommended stronger management was required, given the contents of the report and the longevity of the issues within evidential storage. The ACOR assured us CCTV was installed within the evidential storage area in 2018 and should there be any issues with missing monies from the safe, this would be thoroughly investigated by the Professional Standards Department. We were assured the Finance Team had implemented appropriate processes to collect monies from the safe in a timely manner, and monies obtained was sealed in evidence bags and not counted by the cashier until forensic examinations had been conducted. Although there were some older items of evidence still in storage, many of the items had to maintained by law if an offender had been sentenced. JAC members noted that the CCTV may act as a deterrent but without systems to verify when an item had been mislaid it would not be helpful in identifying what had happened with it. They raised concerns that there was no assurance that some items had not been stolen.JAC members requested that an action plan was presented to them on the evidential storage issues to provide certainty in relation to timelines, progress made and assurance that any risks were being mitigated. The ACC agreed to attend the following JAC meeting to present an action plan It was suggested that the evidential storage issue became a standing item on the JAC agenda going forward and this was agreed. The ACC assured JAC members that unsatisfactory performance and professional standards matters were incorporated within local governance to address those aspects. The potential for health and safety risk formed part of the change programme to ensure the buildings were fit for purpose.The DPCC assured the JAC members she and the ACOR would reinforce their concerns and dissatisfaction to the PCC and the Chief Constable.The ACOR and ACC thanked JAC members for their comments and accepted there were still issues that needed addressing within the storage area. | **TIAA****Action****Action****ACC****GO** |
| 1. **INTERNAL AUDIT (TORFAEN COUNTY BOROUGH COUNTY COUNCIL)**
 | **Action** |
| We received the Torfaen County Borough County Council Annual report 2022/23 and Annual Audit Plan 2023/24.The annual opinion was based on the work performed on the overall adequacy and effectiveness of governance and risk and was achieved on a risk based plan of work. A satisfactory rating had been achieved, the highest level that could be reached. Twelve reviews were undertaken, eleven of which required an opinion; Ten received a full assurance rating and one substantial. This was a vast improvement on previous years. There were only four risks identified following completion of the reviews; two medium and two low. The plan was challenging to complete as some audits were taking longer than planned, however there were a higher number of audits to complete than in previous years. The Chair referred to the high number of vacancies within SRS and asked if there was any reference to resilience in terms of employee capacity, as the current audit plan was very systems orientated. The ACOR advised us there had been challenges recruiting over the course of the last 24 months as it had become a very competitive market, this had been addressed through the SRS Strategic Board with the re-structuring of the ICT service in 2022/23; which had recently been completed. The restructure had resulted in more specialist roles and would enable the team to ensure they had the right skills and capacity to do the job and to retain those skills. Monthly and fortnightly meetings took place between Gwent Police and the SRS to ensure continuity of service was maintained. The ACOR assured us there were no risks to the delivery of the service provided to Gwent.The JAC External Audit Lead referred to the revised ISA315 (International Standard of Auditing) requiring stronger focus on ICT application controls and asked what reliance would be placed on the work undertaken by TCBC and what work Audit Wales (AW) would be seeking to do with regards to third party service suppliers that provide those systems. AW2 confirmed although AW reviewed internal audit work for background information, they did not tend to place reliance on their work in place of doing the work themselves. With regards to third parties, it would very much depend on the third parties used by GP. Part of the audit approach was to review the information flow; to ascertain where the information came from that flowed into the accounts and what systems were used. This highlighted the material IT systems which formed part of the IT risk assessment. During the risk assessment any IT applications or infrastructure hosted by a third party would be identified and if there was any inherent risk, a further review of the control environment would take place. When reviewing a third party checks would be conducted to ascertain if appropriate contracts or Service Level Agreements were in place to ensure the system was being backed up, maintained and administered appropriately. As the main accounting system in Gwent was hosted by South Wales Police (SWP) as in previous years, the audit of the main accounting system would take into consideration both GP and SWP so there would no reliance on TCBC as such.The JAC External Audit Lead explained that if JAC were to be assured the audit would be completed for GP on time, it would be beneficial for AW to consider their audit timetable and to engage early with the necessary parties if there was reliance on other Forces or third parties to conduct IT work. AW2 assured us timing of the audits had been taken into account and the relevant parties had been contacted in SRS in March to advise of the audit requirements and points of contact had been provided by SRS to AW.TCBC offered his assistance to AW if required. The audit plan for 2023/24 was progressing well; two of the four audits had been completed in quarter one.  | **Action** |
| 1. **EXTERNAL AUDIT**
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| We received the External Audit Update Report, Annual Audit Plan 2023 and a Presentation on the Impact of ISA315 (International Standard of Auditing) on IT.The Outline Audit Plan had been drafted and once detailed planning had commenced in July 2023, the aim was to work with the Finance Team within the first two weeks to draft the detailed plan by the July JAC meeting if possible. AW1 assured us there had been no delays to the planned timings of the audit to date. The Chair welcomed the update on the plan and emphasised the JAC members concerns regarding the delay in the auditing of the accounts and the impact this may have on the following year’s accounts as a result. The Chair referred to the 7% of digitally excluded adults in Wales who had not had access to the internet within 3 months and asked if this was a higher rate than in other areas. AW1 agreed to obtain an update. We received a presentation on the changes as a result of the revised ISA315. Key areas of change included more references to IT, as IT risks could result in loss, corruption or manipulation of financial data. Changes included a detailed IT risk assessment and focus on IT controls work. This would result in more work for AW and SWP as the accounts system host lead but very little change in GP. The JAC Audit Lead emphasised the importance of regular dialogue between AW and the GP Finance Team to ensure resource availability was planned in advance for the audit work, and to relay any time delays promptly, should there be any. | **AW1** |
| 1. **DRAFT STATEMENT OF ACCOUNTS UPDATE**
 |  **Action** |
| We received an update on the Accounts Closure Timetable Presentation and the End of Year Financial Performance Report 2022/23.The HoF informed us the date for the accounts closedown period had been delayed by 2 weeks from 18th April to 5th May 2023 due to resource availability and awaiting collaborative information from the SWP team. Therefore, the accounts preparation period had been revised to end on 30th June 2023. The draft accounts had subsequently been completed and the Finance team expected to publish them by 30th June 2023 following quality assurance checks. The working papers had also been uploaded to the AW Inflo system. The JAC Chair requested the accounts were circulated to JAC members as soon as possible prior to the JAC meeting for review and the HoF agreed to forward them as soon as they were published. The ACOR informed us there had been an underspend of £3.5m which was anticipated, due to fully funding officer recruitment during the course of the last financial year as the full intake of officers was not completed until March 2023. However, there were notable overspends in areas such as police staff, agency costs, several projects required temporary staffing, increased demand in certain Force areas, overtime had increased, pay had increased and inflationary energy cost increases had occurred. These overspends were unfunded and were not funded in the current financial year and therefore, costs had to be reduced. The ACC had implemented new control and authorisation mechanisms within the last month to minimise overtime spend. The Service Improvement Board business case process had identified that demand was exceeding capacity. However, over the course of this year police staff numbers should stabilise and the police officer establishment would be maintained at 1506 and fundamentally they would gain more experience and operate more effectively. The £3.5m underspend had been transferred to reserves to fund the challenging capital programme. The reserves stood at £30m at the end of the financial year, significantly higher than the £5m required for general reserve contingency. However, £23m was earmarked for future requirements and therefore it there was a necessity to borrow funding for the challenging capital programme. Having reviewed the Medium-Term Financial Plan there was a deficit of £3.5m 2023/24, including an additional unexpected £1m due to inflationary challenges, pay costs and changes in funding assumptions from partners. There would have to be some difficult decisions to reduce funding further. JAC asked if the overspend on overtime should be considered as a value for money issue, given that it had been a longstanding issue. The ACOR explained there had been gaps in certain service areas that had to be filled such as the shortage of Detectives and those decisions were considered carefully. In addition to the new authorisation process a review of existing working practices was to be undertaken which should assist further with the reduction in overtime, although there would always be an element of overtime to ensure service continuity to cover annual leave, officer deployment and sickness etc. It was noted there were no staffing/personnel implications arising under the personnel considerations heading of the report and given the longstanding issues of overtime costs and evidential storage JAC asked if there were personnel issues that they were not sighted on. The ACOR assured us there were adequate resources allocated across the Force as a whole and agreed that it was important to monitor that these issues were being resourced appropriately and prioritised, as work on the HMICFRS PEEL inspection recommendations had taken precedence in terms of priority. JAC queried why agency staff was required. The ACOR explained that agency staff were required in various departments such as the evidential property store, retired officers with investigation skills were temping to assist with investigations, finance staff and others to fill vacancies until permanent staff were recruited. There was a plan in place this financial year to ensure vacancies were filled within a certain timeframe, although this could be challenging. | **HoF****Action** |
| 1. **OUTSTANDING AUDIT INSPECTION RECOMMENDATIONS**
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| We received and noted the Outstanding Audit Inspection Recommendations report.JAC were pleased that all Shared Resource Service (SRS) actions had been completed apart form one that was not due for completion until September 2023. JAC reiterated their concerns regarding the request to extend TIAA recommendations to December 31st 2023 for the Local Policing – Evidential Storage actions and deemed the date to be unreasonable, as some aspects could be completed earlier. Having received the update from the ACC, it appeared that some of the actions were in the process of being addressed. Clarification would be provided once JAC had sight of the action plan at the July meeting. |  |
| We took a short working lunch. |  |
| 1. **TREASURY MANAGEMENT STRATEGY – ANNUAL REPORT 2022/23**
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| We received the Treasury Management Strategy Annual Report.The HoF informed us of the key areas within the report. Capital Expenditure was lower than expected compared to the estimate, due to delays in the delivery of a number of Estate schemes as well as delayed supply from vehicle maintenance. A small amount of reserves were utilised to cover costs and therefore, there was no borrowing requirement in 2022/23.There were £35m of Investments and at the beginning of the year interest rates were low but they had subsequently increased from 0.24% to 2.5% and further increases were expected with £350k more income anticipated from interest rates next year. However, this meant it would cost more to borrow for the Estate Strategy. As the gross debt was the same as the Capital Financing Requirement, the prudential indicator had been met as indicated in the report.The HoF explained lending money was based on risk appetite and lending to public sector organisations was deemed low risk in terms of receipt of payment and interest. Investors were reviewed on an annual basis and any in difficulty were discussed with investment brokers to determine if further investment should be considered. If money had been invested with a counterparty in difficulty, it was usual practice not to lend to them again. The JAC Risk Lead referred to the appendix 2a, Cash and Investments Table in the End of Year Financial Performance Report 2022/23 and noted that £10m had been loaned to Thurrock Borough Council and suggested it may have not been a wise decision, given their current financial situation and questioned if they were to be considered for further loans. The interest rate was also very low at 0.257%, given the level of risk loaning to them. The HoF informed us investments were only conducted on a short term basis and confirmed they were not investing with Thurrock after the maturity of the £10m of investments in April 2023. A planned investment for 2023/24 year was cancelled in July 2022 in view of their financial situation.   | **Action** |
| 1. **JAC TRAINING DAY UPDATE**
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| We discussed the JAC Training Day and agreed there were no real concerns and JAC were assured they were doing what was required of them in terms of their role. The changes to the Terms of Reference were discussed at the Training Day and the ACOR was pleased that the consensus within Gwent was to keep the broader ToR rather than to reduce them. The Chair highlighted key points from the Training Day.* Focus on governance and control arrangements, the role JAC take in being assured of the identification of risks and those who own them
* Internal Audit Area, potential areas of consultancy
* Ensuring the Committee’s voice was heard
* Value of infrastructure
* IRS16 Leases

The HoF confirmed there was a leasing plan in place and it had been put on hold as the implementation of the leasing IRS16 standards had been delayed. The Chair suggested it would be beneficial to add the aforementioned key points to the JAC Self-Assessment Action Plan for review. The Treasury Management and the Prudential Code presentation did not take place during the training day due to time constraints and it was suggested the CFO could either add it to the agenda or for the slides to be circulated to JAC members.  | **Action****GO****CFO** |
| 1. **TERMS OF REFERENCE COMPLIANCE REPORT, SELF-ASSESSMENT RESULTS AND THE PROPOSED JAC SELF ASSESSMENT ACTION PLAN FOR THE COMING YEAR**
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| We received Terms of Reference Compliance Report, Self-assessment Results and the Proposed JAC Self-assessment Action Plan for the coming year.The proposed actions were agreed. The Chair suggested additional actions were added to the action plan:* Monitor Evidential Storage Action Plan
* Issues raised during JAC Training Day as noted in item 14.
* External Audit – Account delays

TIAA advised us they had completed action 25 within the JAC Self-assessment Action Plan as a paragraph had been included in their TIAA Annual Report clarifying how TIAA worked with External Audit. We discussed item 4a, Board Assurance Framework and it was agreed the Chair, JAC Risk Lead and the CFO would review the document in order for it to be presented at the JAC meeting in September 2023. The Chair suggesting meeting with the GO prior to the September meeting to run through the JAC Self-Assessment Action plan with the intention of circulating it to JAC members for review and provide comment in advance of the meeting.  | **Chair/AB/CFO****GO/DT** |
| 1. **ANY OTHER BUSINESS**
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| We discussed the Deep Dives and agreed the following:September 2023 – Value for Money Profiles (including outcome of benefits realisation/Roads Policing) December 2023 – Force Control Room Mental Health Practitioners in the Force Control Room/Social Media Desk etc.  | **Action** |
| 1. **TO IDENTIFY ANY RISKS ARISING FROM THIS MEETING**
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| The following risks were identified during the meeting:It was agreed that succession planning and vacancies within the Force and partner organisations - Recruitment, retention and Skills was to be added to the Risk Register and discussed as the risk deep dive in September 2023 JAC meeting.  | **HoCI/****ACOR** |
| **The meeting concluded at 13.25** |  |