

**OFFICE OF POLICE AND CRIME COMMISSIONER**

**OFFICE OF THE CHIEF CONSTABLE**

**TITLE:** Joint Audit Committee Draft Annual Report and Self-Assessment Findings 2018/19

**DATE:** 3<sup>rd</sup> June 2019

**TIMING:** Annual

**PURPOSE:** For Approval

<b>1.</b>	<p><b><u>RECOMMENDATION</u></b></p> <p>That the Joint Audit Committee (JAC):</p> <ul style="list-style-type: none"><li>a) Approve their 2018/19 Annual Report for presentation alongside the Statement of Accounts in July 2019; and</li><li>b) Comment on and approve their Self-Assessment Action Plan for the coming year.</li></ul>
<b>2.</b>	<p><b><u>INTRODUCTION &amp; BACKGROUND</u></b></p> <p>During 2014/15, in line with the Chartered Institute of Public Finance and Accountability (CIPFA) best practice, members of the JAC agreed that they would produce an Annual Report to provide the Police and Crime Commissioner for Gwent (Commissioner) and the Chief Constable of Gwent with an overview of their activity for the previous financial year. The Annual Report also sets their priorities for the coming year. The final Annual Report will be presented alongside the Statement of Accounts in July 2019.</p>
<b>3.</b>	<p><b><u>ISSUES FOR CONSIDERATION</u></b></p> <p><b>Appendix 1 – Draft Annual Report</b></p> <p>The draft report contains details of the activity undertaken by the JAC during 2018/19 and their priorities for 2019/20 and is supplemented by the following appendices.</p> <p><b>Appendix 2 – Evidence of Compliance with Terms of Reference (ToR)</b></p> <p>The table takes each theme within the ToR and details the dates of meetings and the subject matters of the reports considered within each theme. Certain subject areas were considered outside of the meeting structure (for example at ‘deep dives’). Where this occurred the ‘Other Methods’ column of the table has been completed stating how compliance with this subject area of the ToR was achieved. Any additional information deemed useful has been included in the ‘Comments’ column of the document.</p> <p><b>Appendix 3 – JAC Self-Assessment of Good Practice</b></p> <p>This document comprises two parts: appendix 3.1 reflects the responses provided to the Self-Assessment Questionnaire, and appendix 3.2 contains the Self-Assessment Action Plan with proposed recommendations for improvement. Responses to the Self-Assessment were received from all</p>

	<p>members of the JAC, as well as from the Commissioner, Deputy Commissioner, Chief Constable, their statutory officers and Internal and External Audit. Once the comments have been discussed and agreement has been reached as to which actions will be taken forward, a finalised action plan will be produced.</p> <p>It is worth noting that a number of the same areas have been raised during the 2018/19 process that were also raised during the 2017/18 process.</p>
4.	<p><b><u>NEXT STEPS</u></b></p> <p>Once the content of the report and appendices have been approved by the JAC members, subject to the incorporation of any comments made, the report will be amended for final presentation at the meeting in July 2019. The report will then be provided to the Commissioner and the Chief Constable in order to evidence the activity undertaken by the JAC during 2018/19.</p>
5.	<p><b><u>FINANCIAL CONSIDERATIONS</u></b></p> <p>During 2018/19, the total cost incurred for the JAC was £6,703.16p. This figure is higher than in previous years as JAC members can now claim for meeting preparation time due to the amount of reading required prior to the meeting. There is a fixed payment made of £104.50 (equivalent to a half-day payment for work up to 4 hours) for preparation time.</p>
6.	<p><b><u>PERSONNEL CONSIDERATIONS</u></b></p> <p>Personnel considerations are indicated within the attached report.</p>
7.	<p><b><u>LEGAL IMPLICATIONS</u></b></p> <p>There are no legal implications as a result of this report.</p>
8.	<p><b><u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u></b></p> <p>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.</p> <p>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.</p>
9.	<p><b><u>RISK</u></b></p> <p>There are no risks arising as a result of this report.</p>
10.	<p><b><u>PUBLIC INTEREST</u></b></p> <p>This report can be made available to the public.</p>
11.	<p><b><u>CONTACT OFFICER</u></b></p> <p>Joanne Regan, Head of Assurance and Compliance</p>

**12.**

**ANNEXES**

Appendix 1 - Draft JAC Annual Report.

Appendix 2 – Evidence of JAC Compliance with ToRs.

Appendix 3.1 – JAC Self-Assessment of Good Practice Questionnaire.

Appendix 3.2 – JAC Self-Assessment of Good Practice Action Plan