**Meeting: Joint Audit Committee**

**Venue: Teams**

**Date: 14th March 2024**

**10am – 1.10pm**

|  |  |
| --- | --- |
| **Members:** | Mr Brian Jones, Jac Member and Chair (BJ)Mr Farhan Shakoor (FS)Mr David Macgregor (DM)Ms Julie James (JJ) |
| **JAC Attendees** | Mr Dafydd Llywelyn, Police and Crime Commissioner (PCC)Ms Carys Morgans, Chief Executive Officer (CM)Ms Beverley Peatling, Chief Finance Officer (CFO)Mr Edwin Harries, Director of Finance (DoF)Ms Nicola Davies, Head of Corporate Finance (ND)Ms Karen Davies, Finance (KD)Mr Jason Blewitt, Audit Wales (JB)Ms Eleanor Ansell, Audit Wales (EA)Ms Hannah Glipin, Audit Wales (HG)Ms Fiona Roe, TIAA (FR)Ms Helen Cargill, TIAA (HG)Mr Jonathon Maddock, TIAA (JM)Ms Louise Harries, T-Supt (LH)Ms Gaynor Maddox, Head of Programmes and Change (GM)Mr Neil Evans, Business Manager OPCC (NE)Mr Steve Cadenne, Head of HR Service Delivery (SC)Mr David Harris, HR Officer (DH)Ms Debbie Jones, Information Manager (DJ)Mr Gareth Scanlon, Force Review Team (GS) |
| **Apologies** | Ms Kate Curran (KC)Dr Richard Lewis, Chief Constable (CC) |
| **Declarations of Interest:** | None |

|  |  |
| --- | --- |
|  | ACTION SUMMARY FROM MEETING ON 26th July 2023 |
| A6 | Delays in receiving responses to collaborative internal audit reports from other Forces to be raised at the next All Wales meeting on JAC Committees | Chair/CEO | **Complete –** The Chair has met with colleagues across Wales and this has been addressed. |
| ACTION SUMMARY FROM MEETING ON 31st January 2024 |
| **Action No** | **Action Summary** | **To be progressed by** |  **Progress** |
| A25 | That updates are included within the action summary table. | NE | **Complete –** updates will be included on future agendas. |
| A26 | NE to liaise with ND to establish whether an additional meeting is required between March and July and if so, identify a convenient date following discussions with the Committee.  | NE/ND | **In progress -** Neil to discuss with ND |
| A27 | That a column is added to the Audit Governance Group report to highlight why an audit has been moved or delayed | ND | **Complete -** the tasks function within teams is now being used to track the progress of open recommendations which will include reasons for delays |
| A28 | That the Audit Wales report in relation to Cybersecurity be made available to the assist with learning from others. | NE | **Complete –** Report circulated to Committee Members. |
| A29 | That the risk management processes be reviewed to ensure that risks are being recognised and recorded on the risk register in a timely fashion | GM/NE | **Complete -** Risk management processes have been reviewed and arrangements made to ensure that staff responsible for recording risks are updating the register in a timely fashion following consultation with risk leads. |
| A30 | That a representative from Human Resources attend the next meeting of the Committee to explain the root causes of the delays and how it would be rectified. | NE | **In Progress -** Linda Williams, the director of HR will be attending the July meeting to explain the delays in responding to Internal Audit reviews on areas with Human Resources. |
| A31 | That the issues in relation to HR responding to reviews be discussed at the Chief Officers Group | DOF | **Complete –** This has been discussed and a representative will attend future meetings of the Committee. |
| A32 | An Annual summary report is provided to the Committee that highlights the timeliness of audit reports. | ND | **Complete -** Agreed and a report will be presented to the Joint Audit Committee meeting to be held in July. |
| A33 | That the PCC raise the issue of delayed responses to internal audits at the next Policing Board. | PCC/CEO | **Complete -** Joint Audit Committee concerns were discussed at the Policing Board held on 20th February 2024. As a result, an action wasraised for the CEO and the Deputy Chief Constable to meet to discuss a review of the Governance arrangements. The CEO Deputy Chief Constable have met and a review of governance will take place. |
| A34 | ND to check the management comments following the Estates Management Review of Governance to ensure that all decisions have been made within the scope of the terms of reference and within the relevant meeting. | ND | **Complete –** Terms of reference and decision processes reviewed. |
| A35 | ND to establish if the actions within the Estates Management Review of Governance with past implementation dates have been completed.  | ND | **Complete –** Head of Estates has confirmed that the actions have been completed and evidence submitted to TIAA for review. |
| A36 | Business continuity plans and arrangements to be presented to the Committee in 3/4 months’ time. | GM | **In Progress -** Will be included on the Committee agenda for the July Meeting. |
| A37 | That the area of Business Continuity be raised as a risk and final plans brought to the Committee | GM | **Complete –** This is now included on the Risk Register |
| A38 | JM to check the scope of the Assurance review of ICT Disaster Recovery to establish whether testing was sufficient and report back to the next meeting. | JM | **Complete**Review undertaken by specialist auditor. Revised grading as one recommendation was missed - grading is now'reasonable assurance’. Committee members are keen to ensure full depth/details are provided within all future reports. |
| A39 | JM to confirm what the scope of the Assurance Review of Leases was and report back to next meeting. | JM | **Complete -** The auditor confirmed that the scope of the review focused on the preparedness and not the technical aspects which are to be put in place when the process goes live. |
| A40 | Progress against recommendations contained within the Audit Wales Final Accounts Memorandum 2021/22 to be reported to Committee at forthcoming Finance Seminar. | CFO/DOF | **Complete –** Information provided at the Finance Seminar. |
| A41 | That further information is provided to the next meeting in relation to the Force’s SARC operational risk. | GM/NE | **Complete -** Information is contained within the risk report on this agenda. |
| A42 | That Information Management is added to the Corporate Risk Register. | GM | **Complete –** This is now included on the Risk Register |
| A43 | A review of outstanding audit recommendations be undertaken to reflect those outstanding for long periods to be included in risk management arrangements and risk registers | GM | **In Progress -** information back from Finance team now on the internal audits which are being reviewed. Some of them outstanding recommendations will require a risk profile to see if they need to go on corporate risk or on departmental risk register. |
| A44 | A review of content and formatting of risk registers and reporting be undertaken to include prioritisation, appropriate narrative and highlighting score changes. | GM/NE | **Complete -** A review has been undertaken and new reporting format is presented on this agenda. |
| A45 | NE to circulate the meeting dates and invitations to the relevant Members | NE | **Complete –** meeting invitations sent to Members 13/02/2204 |
| A46 | A further meeting is arranged between the Committee and Audit Wales at an equivalent time next year | NE | **In progress –** Consideration to be given to the date and Committee Members to be consulted on the proposed date. The meeting date will be reliant on the date of closure of accounts and receipt of the Audit memorandum |
| A47 | That TIAA ensure the appropriate representation at meetings to deal effectively with arising queries.  | JM | **In progress -** HC is currently in attendance. Any specialist work undertaken, will require specialist to attendance.  |
| A48 | There is a need to ensure that the scope of future reviews are such that the outcome of the review will add value and be of organisational benefit. | CFO/DOF | **In Progress -** To be taken through the Audit Governance Group. Whole process to be looked at, to ensure organisational benefits are an outcome of the internal audits. ToR to also be reviewed.  |
| A49 | That arrangements are made to ensure that Members can access Committee papers. | NE | **In Progress –** JJ and DM have scheduled meetings with ICT and NE to review their IT equipment.JJ also keen to explore other options for accessing committee papers. Options paper prepared for discussion at the meeting held on 5th June 2024. |

1. **Minutes of the meeting held on 14th March 2024 and Matters Arising**

The Committee considered the actions of the previous meeting and welcomed the additional narrative of progress made against each recommendation. It was agreed that recommendations A30 and A36 be changed to in progress as they referred to future meetings.

The minutes of the meeting held on the 31st January 2024 was accepted as a true record by the Committee.

**D04 2023/2024: The minutes of the meeting held on the 31st January 2024 was accepted as a true record by the Committee.**

**Action A 50: That action A30 *(That a representative from Human Resources attend the next meeting of the Committee to explain the root causes of the delays and how it would be rectified*) be changed to In Progress until the Director of People and Organisational Development attends the meeting in July**.

**Action A51: That action A36 *(Business continuity plans and arrangements to be presented to the Committee in 3/4 months’ time*) be changed to In Progress until the Business Continuity Plans are presented to the meeting in July.**

1. **Joint Audit Committee Work Plan**

The Committee considered the work plan and were advised by NE who raised two points on behalf of the Chair on the current workplan:

1. In response to the Joint Audit Committee terms of reference review – an in-depth review was undertaken in January and therefore it was agreed it did not need to be reviewed again until the March 2025 meeting.
2. Risk Management policy – GM confirmed this will be reviewed before the end of March 2024.

NE and ND to arrange an additional JAC meeting between March and July to help with the workload linked to the internal audit reports (linked to Action A26).

DM noted the HMICFRS update was not included on the agenda for review today.

**Action A52: That a report on progress against actions from the HMICFRS Peel Inspection to be presented by Inspector Richard Janas to the next meeting of the Committee.**

1. **Matters for Scrutiny**
2. To receive an update from the Audit Governance Group meeting held on the 29th February 2024 (Head of Finance)

ND confirmed the Audit Governance Group meeting was held on the 29th February 2024. There are a several audits which are pending; a number of audits have taken place at the end of February and awaiting the reports. In summary, 17 audit plans have been completed with a number pending as drafts and being reviewed for comments.

Concerns were raised in relation to the duration of open recommendations. Members were advised that the process has been improved and the tasks function within Microsoft Teams is now being utilised to track recommendations and assign to individuals for progression. Since the last period, 7 recommendations remain open and 14 have been closed. Any new recommendations will be reported to the next Audit Governance meeting.

DM queried the ICT data quality recommendation as it has been a longstanding action. ND confirmed there has been significant progress with this piece of work and it has been a complex area to implement. The revised date is in May and a further update from IT will be sought as to whether this is achievable. It was noted that the piece of work has been challenging to complete.

GDR compliance and ICT data quality are noted as narrative updates were provided on the recommendations.

1. To consider the actions of the Corporate Governance Group meeting

The Corporate Governance Group met on the 6th March and there was discussion in relation to the new Internal Audit contract. Clarification was sought in terms of timescales of the procurement process. This has now been agreed and progressing. The anticipated timeline for award is early September.

A presentation on the planning assurance cycle was given by LH and accepted within the meeting. In terms of the medium-term financial plan/governance statement it was suggested that it might be useful to present the Planning Assurance Cycle to the Joint Audit Committee and will help to provide members with some added assurance.

PCC confirmed he would like to refresh the corporate governance framework in relation to the relationship between the OPCC and Force. There have been some significant increases in external funding via grant opportunities from the Home Office. For example, Safer Streets 5, which is currently being manage through the OPCC but relies heavily on the force and their activities. It doesn’t necessary align within the current governance structures.

**ACTION A53 – That the planning and assurance cycle is included on the agenda of the next JAC meeting.**

1. To consider the following reports of the internal auditors
	1. To consider the Summary Internal controls Assurance (SICA) Report 2023/24

The Committee considered the report and were advised that reviews referenced within the report were on the agenda for consideration. The Committee were asked to note that the work has been ongoing with several other reviews, which will be completed shortly.

FS asked why there has been a delay in receiving management comments to the Estates Management review. HS advised that there is a revised final report. EH noted the Committee’s concerns and agreed the length of the delay was unacceptable. The delay was as a result of the need for a further draft report to be considered following initial management comments and then further delayed by the need to set up meetings to discuss the comments prior to final report being produced.

* 1. To consider the Annual Internal Audit Plan 2024-25

Members noted the Annual Internal Audit Plan and were advised that it took into consideration the potential for a change in provider. The plan has been developed based on the feedback of the Corporate Governance Group and considers the areas covered previously and risks facing the organisation. Further discussions are required in relation to the Collaborative Audit programme as they are different views.

NE advised that the Chair had suggested that the Committee give consideration to the audit of Health and Safety that was scheduled for 2025/2026 and that it should be brought forward due to the length of time since the last review and that it was a high-risk area.

**Action A54: Consideration is given to bring the Health and Safety Internal Audit forward to an earlier date due to the length of time since the last review and the limited assurance outcome of the last review.**

* 1. To consider the collaborative review of Payroll

Members considered the collaborative review of payroll. The review was undertaken across the four forces and is undertaken annually. Members noted the review received substantial assurance with no recommendations.

* 1. To consider the collaborative review of Debtors

The Committee considered the collaborative audit of Debtors which is undertaken most years and received substantial assurance. One operational matter was raised in relating to the credit balances showing on the aged debtors listing. This is money owed, and it is worth noting a number of balances greater than 12 months old.

FS raised a query relating to the sample of time aged debts and the failings detailed. HC provided reassurance that this issue relates to the nature of one particular debtor and all the core controls are operating as expected.

* 1. To consider the assurance review of Estates Management – Planned and Preventative Maintenance

Members considered the review and noted that the previous audit outlined limited assurance. Progress has been made and this review reported reasonable assurance.

There are some issues around statutory testing of gas safety and lighting with the recommendation outlining that annual testing and servicing is undertaken.

Members acknowledged that positive progress had been made by management to quickly address the areas of concerns raised.

NE advised that the Chair queried whether the audit covered fire safety, fire and rescue authorities and any of the other big six. HC confirmed this was undertaken as part of the annual cycle of inspections.

**Action A55: Despite reasonable assurance being provided in relation to Estates Statutory Compliance, some issues remain around statutory testing of gas safety and lighting. A progress report to be reported back to the committee at a future meeting.**

* 1. To consider the assurance review of Absence Management – Other Leave only

Members considered the report and noted that there were concerns in relation to administration of compassionate leave. It was identified that out of 390 police staff and officers, 42 instances of paid compassionate leave were in excess of the maximum 5 days. It was advised there are no procedure notes in place to assist managers to appropriately administer the policy. The Committee asked what reasons behind the exceptions were and how the coding is being used inappropriately leaving inconsistencies within the system.

SC advised members that the Duty Management was not always used correctly to record details of all types of absence (including Compassionate leave).There is currently no restriction within the Duty management System or Trent on the number of days that can be granted for Compassionate Leave and in addition time off for dependants.

DM expressed concerns over the weak controls within this area and the need for consistency in the way staff are treated. DM supported the need for processes to be improved whilst providing guidance for special leave in exceptional circumstances.

HR committed to continue to work on the recommendations and ensure a fair and reasonable solution is reached.

* 1. To consider the assurance review of Performance Management

The Committee considered a report that looked at operational performance management, looking at the achievement of objectives and KPI’s. The review granted substantial assurance, with one routine recommendation noted. The recommendation was in relation to one custody area which did not have any KPI’s, or data being pulled from the system because of its complexities. This will continually be monitored.

* 1. To consider the assurance review of Community Engagement

Members considered the report in relation to Community Engagement that gave reasonable assurance with 3 recommendations. The recommendations were generally around the staffing issues that that business area had faced but with a new Head of Corporate Communications now in post the recommendations will be reviewed and delivered.

JJ recommended reviewing what other organisations do. JJ is an independent member for the health board and is impressed with their community engagement activity.

**Action 56: That contact is made with Hywel Dda Health Board to discuss their approach to Community Engagement with a view to sharing best practice. Information to be presented to a future meeting of the Committee.**

**4. To receive the Audit Wales ISA 260 Report in relation to the accounts for 2022-23**

Members received the Audit Wales ISA 260 report provided following completion of work on the Statement of Accounts for 2022-23 which has been given an unqualified opinion on both sets of accounts. Any errors identified during the audit have been corrected by officers and detailed within Appendix 5 of the report.

Two other matters were raised set out in Paragraph 15 to 21. In previous years issues were reported in terms of the quality assurance of the accounts and the working papers due to the large number of minor errors identified. The errors are less this year demonstrating a positive trajectory.

The second point related to employee pension contributions, whereby 2 out of the 19 employees tested were included on the wrong banding. Although the impact on the accounts is small, controls have been introduced to ensure this doesn’t occur in the future. A full data capture exercise is being undertaken to review the scope and scale of the issues. It is further complicated when salaries are increased, pension banding can increase. Additional testing is to be undertaken so any errors are picked up early.

**ACTION 57 – That information is brought back to the Committee in relation to the pensions issue in 6 months to identify progress of the investigative work undertaken to identify how many individuals may be affected by the issue of different pension bands.**

**5. To receive the draft 2022-23 Letters of Representation**

Members considered the draft letters of representation from the Police ad Crime Commissioner and the Chief Constable. These will accompany the statement of accounts at the next agenda item.

**6. To recommend approval of the Annual Statement of Accounts for 2022-23**

Members considered the Annual Statement of Accounts for 2022-23. The CFO advised that following the Seminar held in February a comprehensive set of actions were developed and these have been addressed and updates have been provided to Members to provide added assurance.

It was noted that there had been no significant changes to either set of accounts since the seminar.

The Committee formally recommended approval of the accounts.

**7. To recommend the approval of the Annual Governance Statement**

Members considered the Annual Governance Statement. GM confirmed all recommendations have been detailed and these are linked to the action table. All actions are linked to boards with individuals named as responsible.

The Committee requested that GM circulates a full list of amendments and the finalised statement to the committee.

DM requested GM to consider some of the timelines on the actions as they date back to 2019 and to update and revise. GM advised that in relation to the HR recommendation a definitive date of June 2024 for implementation was agreed at a recent People’s Board.

**ACTION A58 – That the revised Annual Governance Statement is circulated to all Members following minor amendments.**

**ACTION A59 – That a timeline is included within the Annual Governance Statement for outstanding actions.**

The Committee formally recommended the approval of the Annual Governance Statement.

**8. To consider the Medium-Term Financial Plan, Reserves and Capital Strategy**

The Committee considered the Medium-term Financial Plan that was originally shared in the finance seminar in November 20023 and since then the plan has been further developed.

The Committee were advised that the announcements in relation to cuts to Welsh Schools Programme and PSCO funding has further complicated deliberations.

The CFO shared the key areas of consideration and members noted some key points, such as the precept increase, grant funding, investment and borrowing. The medium-term financial plan has been shared with the Police and Crime Panel and is now shared with the Committee for their information.

**9. To consider the Treasury Management Strategy**

The Committee considered the Treasury Management Strategy report that sets out the strategy and approach for both borrowing and investment. It was noted that borrowing requirements are set to increase significantly over the coming years with unfortunately no capital grant to accompany the increases.

We are in the last year of the last term of the contract for our existing treasury management advisors. A new specification will be finalised shortly for a new contract to commence from 1st July.

**10. To consider the 2023/24 Statement of Accounts Timeline**

The Committee considered the timeline for the 2023-24 Statement of Accounts. The document outlined a high-level summary of the timings for the 2023-24 accounts. The Committee was advised that it was anticipated to have everything finalised by end of June 2024.

Members noted the steps that had been taken to improve the timings of preparing the Annual Statement of Accounts and were thankful for the efforts undertaken.

**11. Force Review Update**

Members considered a presentation from GS that provided an update on the Force Review. The Committee was advised that there are several work streams that will address the financial challenges to ensure the Force is affordable and sustainable in the future.

The work streams include bolstering number of uniform response officers, the force operating model, senior leadership portfolios and a review of CID. There are a number of work streams outside of the key areas, but they are aligned to the strategic objectives of the Force review.

The PCC advised that he meets regularly with the Force in relation to the Force review and holds the Chief Constable to account on the review via Policing Board meetings. In addition, the PCC challenges the Chief Constable on aspects of the review to ensure that service delivery is not adversely affected.

The PCC further advised that in light of the budget cuts to the school’s programme there is a commitment across policing in Wales to have a form of school’s activity as it would be a backward step not having this in place.

JJ noted the priority in relation to wellbeing but there didn’t seem to be anything included within the presentation. GS advised that the area of wellbeing and welfare was in relation to responding to some of the workloads in areas of the Force that have been under establishment but staff feeling supported is key to gaining improvements. GS also stated that there are several health and wellbeing events throughout each year and the Occupational Health Unit is very visible and provides varying kinds of support.

**Action A60: That the Force Review presentation is circulated to the Committee.**

**12. Force Corporate Risk Register**

The Committee consider the Force Risk Register. GM provided an update on the work undertaken to make changes to the risk register following feedback from the last meeting. The new risk around business continuity and recovery plan will be spilt into two separate risks; 1. ICT disaster recovery (supported by Mark Jones and Stephen Harvard) 2. The Risk around testing.

Information Management – linked to DBS backlogs will be reviewed and a report shared at the next board. The report will provide a full history from 2018 when the original risk was raised. The risk will also need to be reviewed as the 2018 risk is now different to how it looks to date.

Information Management disclosure to be spilt into different functions as there are different levels of risks.

Property Management is due to be completed and just waiting on final evidence to be submitted. The work is complete.

**ACTION A61: That the new Business Continuity Risk is split in two and reflects the ICT Disaster recovery risk.**

**ACTION A62: That Horizon Scanning report to accompany the Risk reports at future meetings.**

**ACTION 63: That future risks include a column numbering the risk and the associated numbers used on the heat map diagrams to demonstrate the change in risk score following mitigation.**

**13. OPCC Corporate Risk Register**

The Committee considered the OPCC Corporate Risk Register. It was noted that the Victim Referral Service contract was due for award by the 18th March however, agreement has been reached to extend the existing arrangements to the 30th June to allow for TUPE transfers.

DM raised a concern relating to the Goleudy risk as the details are slightly different when compared to the Force and OPCC risk register. The CEO advised that the difference may be because the OPCC commissions the service and the Force are the providers, but this will be considered in more detail.

**ACTION A64: To consider the content of the Goleudy risk on the Force and OPCC Risk Registers and provide clarity on the different narrative included on the registers.**

**14. Information Management**

Members considered an update report in relation to Information Management. DJ confirmed she has amended the format of the report and put the explanation along with the Data Protection Breaches first. Figures show that there has been a slight increase in 2023 when compared to 2022. During 2024, no breaches have been reported to the Information Commissioners’ Office (ICO) and no breaches have been reported to PSD. However, two reported breaches have recently originated from PSD and further information is being obtained before confirming if they need to be shared with the ICO.

The Disclosure Unit deal with requests for information under data protection. It has been noted previously that there has been a backlog of work and improvements within the area have been made in an attempt to reduce the pressure. A number of temporary staff have been assisting with the backlog, along with a number of staff from the Record Management team. A continuous improvement event took place to consider the FOI process and a number of recommendations have been outlined for consideration alongside recommendations from the ICO.

A Temporary Chief Inspector has recently joined the department to review the processes and take forward recommendations to deliver improvements. Communication has also been made with ICT to determine if some of the administrative functions can be automated. The Gold group which was set up for this area has now been stood down, but regular updates are reported back to the Deputy Chief Constable. A recruitment process is ongoing to fill vacancies.

In relation to the backlog, up until 23rd February a total of 341 cases were overdue (233 FOI and 108 data protection cases). More recently there are 216 FOI cases overdue and 100 data protection cases. Emphasis has been placed on processing the data protection cases due to the nature of the cases and these have been supported by the temporary staff who have been assisting with the less complex cases and can disclosed quickly.

The ICO audit recommendations are being progressed with the first key date of the 31st May.

A letter has been written by the ICO to senior leaders across the public sector, requesting transparency is taken seriously.

PCC queried if the transition over to Niche has played a part in the data breaches. DJ confirmed this is being reviewed with the support of ICT to determine the cause of the issue.

LH advised that her team have delivered a data quality dashboard to help with the capture of quality issues within Niche and this provides feedback to officers. The dashboard is fairly new but over the next few weeks should assist in data issues and provider officers with assurance.

The Committee welcomed the report and the progress being made that is highlighted within the report.

**14. Timelines for review of the Corporate Governance Framework**

The Committee considered a report in relation to the review of the Corporate Governance Framework. The CEO advised that further to earlier discussions in the meeting agreement was sought to consider the governance arrangements between the OPCC and the Force following the elections , with a view to a revised framework being presented to the July meeting of the Committee.

**ACTION A65: That a draft revised Corporate Governance Framework be presented to the Committee at the meeting to be held in July.**

**15. Fraud Activity**

NE advised that there was no ongoing fraud activity.

**16. Members update**

JJ confirmed she attended the Corporate Governance Group on the 6th March.

JJ shared that there are a number of government internal audit agencies that operate out of Whitehall where she currently services as a member and enquiries are ongoing to determine if DPP can be members; next meeting 2nd May with a focus on fraud, whistle blowing and global internal audit standards.

**17. Any Other Business**

Nothing was raised.

**Next meeting to be scheduled for June 2024**

|  |  |
| --- | --- |
|  | ACTION SUMMARY FROM MEETING ON (14th March 2024) |
| **Action No** | **Action Summary** | **To be progressed by** |  **Progress** |
| A50 | That action A30 *(That a representative from Human Resources attend the next meeting of the Committee to explain the root causes of the delays and how it would be rectified*) be changed to In Progress until the Director of People and Organisational Development attends the meeting in July. | NE | **In Progress –** Further to the Committee’s observations in the March meeting, this remains in progress. |
| A51 | That recommendation A36 *(Business continuity plans and arrangements to be presented to the Committee in 3/4 months’ time*) be changed to In Progress until the Business Continuity Plans are presented to the meeting in July. | NE | **In Progress –** Further to the Committee’s observations in the March meeting, this remains in progress. |
| A52 | That a report on progress against actions from the HMICFRS Peel Inspection to be presented by Inspector Richard Janas to the next meeting of the Committee. | NE | **Complete –** this report has been included on the agenda for the June meeting. |
| A53 | That the planning and assurance cycle is included on the agenda of the next JAC meeting. | T-Supt Louise Harries | **In Progress –** this report has been included on the agenda for the July meeting. |
| A54 | Consideration is given to bring the Health and Safety Internal Audit forward to an earlier date due to the length of time since the last review and the limited assurance outcome of the last review. | Joint Audit Committee | **In Progress –** that the Audit Governance Group consider the Committee’s request to bring forward the Health and Safety Internal Audit. |
| A55 | Despite reasonable assurance being provided in relation to Estates Statutory Compliance, some issues remain around statutory testing of gas safety and lighting. A progress report to be reported back to the committee at a future meeting. | DOF/Head of Estates | **In Progress –** a further report will be brought back to the meeting scheduled to be held in September. |
| A56 | That contact is made with Hywel Dda Health Board to discuss their approach to Community Engagement with a view to sharing best practice. Information to be presented to a future meeting of the Committee.  | NE | **In progress –** meeting held on 4th June. |
| A57 | That information is brought back to the Committee in relation to the pensions issue in 6 months to identify progress of the investigative work undertaken to identify how many individuals may be affected by the issue of different pension bands. | DOF | **In progress –** this report will be presented to the meeting to be held in September 2024 |
| A58 | That the revised Annual Governance Statement is circulated to all Members following minor amendments. | GM | **Complete.** The AGS 2022/23 is signed off and published. 2023/24 AGS has commenced. |
| A59 | That a timeline is included within the Annual Governance Statement for outstanding actions. | GM | **Complete.** Deadlines and additional information to include governance boards to ensure oversight and completion of actions and owners now included. |
| A60 | That the Force Review presentation is circulated to the Committee. | NE | **Complete –** Presentation has been circulated to Members |
| A61 | That the new Business Continuity Risk is split in two and reflects the ICT Disaster recovery risk. | GM/DC | **Complete –** this work has been undertaken and indicated within the risk registers and reports |
| A62 | That Horizon Scanning reports accompany the Risk Reports at future meetings. | GM | **Complete –** the reports are included on the agenda. |
| A63 | That future risks include a column numbering the risk and the associated numbers used on the heat map diagrams to demonstrate the change in risk score following mitigation. | GM/NE | **Complete –** the reports now contain the required information |
| A64 | To consider the content of the Goleudy risk on the Force and OPCC Risk Registers and provide clarity on the different narrative included on the registers. | GM/NE | **Complete -**  the narrative is different on the registers because from a Force perspective it is in relation to operational matters and victims accessing those services. From an OPCC perspective it is because the OPCC Commission these services. Where there are similar issues these are included on both registers. |
| A65 | That a draft revised Corporate Governance Framework be presented to the Committee at the meeting to be held in July. | CEO | **In progress –** this will be included on the agenda for the July meeting. |