

Joint Audit and Standards Committee Workplan 2023-24

Item	Report title	Lead Officer	Meeting date & time	Clarification on report req's	Suggested main Committee Member contact
1	PCC verbal regular update	Philip Secombe	Wednesday 15th March 2023	quarterly update briefing	n/a
2	DCC verbal regular update	DCC A Franklin-Smith	Wednesday 15th March 2023	quarterly update briefing	n/a
3	PCC risk register report	Sara Ansell	Wednesday 15th March 2023	twice yearly - September and March meetings, unless any exceptional items requiring notification	Gavin McArthur
4	Force risk register report	Steve Russell	Wednesday 15th March 2023	twice yearly - September and March meetings, unless any exceptional items requiring notification	Gavin McArthur
5	ASI Monitoring & Assurance update report	Steve Russell	Wednesday 15th March 2023	twice yearly - September and March meetings, unless any exceptional items requiring notification	Gavin McArthur
6	HMICFRS Action Plan update report	Steve Russell	Wednesday 15th March 2023	twice yearly - September and March meetings, unless any exceptional items requiring notification	Gavin McArthur
7	JASC workplan	Sara Ansell	Wednesday 15th March 2023	quarterly update report to each meeting	John Anderson/ Gavin McArthur
8	External Audit report update	Jackson Murray/Siobhan Barnard	Wednesday 15th March 2023	quarterly update report to each meeting	Gavin McArthur
9	2023-24 Internal Audit Workplan/Strategy	Paul Clarke	Wednesday 15th March 2023	Regular annual report, incorporating normal quarterly update info.	Gavin McArthur
10	2022-23 Internal Audit progress update	Paul Clarke	Wednesday 15th March 2023	Regular quarterly report	Gavin McArthur
11	Financial Regs	Sara Ansell/Jeff Carruthers	Wednesday 15th March 2023	Regular annual report	John Anderson
12	Vetting update - commercial service	Supt Ross Campbell	Wednesday 15th March 2023	Regular quarterly report	John Anderson
13	Vetting update - PSD matters	Det Supt Jill Fowler	Wednesday 15th March 2023	Regular quarterly report	Helen Knee
14	2022/23 budget monitoring report	Sara Ansell/Jeff Carruthers	Wednesday 15th March 2023	Q3 budget monitoring report	John Anderson
15	Maturity model review report	Steve Russell	Wednesday 15th March 2023	Report requested - SR arranging report	Gavin McArthur
16	Review - 2023/24 reserves Strategy, capital strategy, treasury mgmt strategy and risk mgmt strategy.	Sara Ansell	Wednesday 15th March 2023	Annual policy review report for comment	John Anderson
17	WP - Whistle blowing policy	Jill Fowler	Wednesday 15th March 2023	To present the force policy to members for	Helen Knee
18	WP- Gifts and Hospitality register	Jill Fowler	Wednesday 15th March 2023	To present and discuss the forces gifts and hospitality register	Helen Knee
1	PCC verbal regular update	Philip Secombe	Wednesday 5th July 2023	quarterly update briefing	n/a
2	DCC verbal regular update	DCC A Franklin-Smith	Wednesday 5th July 2023	quarterly update briefing	n/a
3	JASC workplan	Sara Ansell	Wednesday 5th July 2023	quarterly update report to each meeting	John Anderson/ Gavin McArthur
4	External Audit report update	Jackson Murray/Siobhan Barnard	Wednesday 5th July 2023	quarterly update report to each meeting	Gavin McArthur
5	Internal Audit report update	Paul Clarke WCC	Wednesday 5th July 2023	quarterly update report to each meeting	Gavin McArthur
6	Standards update	Dave Patterson	Wednesday 5th July 2023	twice yearly - July and January meetings, unless any exceptional items requiring notification	Helen Knee
7	Health and Safety annual review	Tania Coppola	Wednesday 5th July 2023	TOR required	Helen Knee
8	Estates strategy - annual review	Tania Coppola	Wednesday 5th July 2023	TOR required	Helen Knee
9	Fraud and corruption report	lbc - force	Wednesday 5th July 2023	See separate requirements - AH paper	Andy Heath
10	Performance Framework	Claire Morris	Wednesday 5th July 2023	Progress update report	David Carter/Andy Heath
11	Communication and Engagement Strategy review	DCC A Franklin-Smith/Polly Reed	Wednesday 5th July 2023	TOR required	Andy Heath
12	2022/23 Treasury Management Outturn	Sara Ansell/Mike Kaine	Wednesday 5th July 2023	Regular annual report	John Anderson
13	Cyber crime update	DCC A Franklin-Smith/ force lbc	Wednesday 5th July 2023	TOR required	Andy Heath
14	2022/23 Draft statement of Accounts and AGS	Sara Ansell/Jeff Carruthers/Mike Ke	Wednesday 5th July 2023	Regular annual report	John Anderson/ Gavin McArthur
15	2022-23 Internal Audit annual report	Paul Clarke	Wednesday 5th July 2023	Regular annual report	Gavin McArthur
16	2022-23 Final budget Outturn report	Sara Ansell/Jeff Carruthers	Wednesday 5th July 2023	Regular annual report	John Anderson
1	PCC verbal regular update	Philip Secombe	Wednesday 27th September 2023	quarterly update briefing	n/a
2	DCC verbal regular update	DCC A Franklin-Smith	Wednesday 27th September 2023	quarterly update briefing	n/a
3	PCC risk register report	Sara Ansell	Wednesday 27th September 2023	twice yearly - September and March meetings, unless any exceptional items requiring notification	Gavin McArthur
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8	External Audit report update	Jackson Murray/Siobhan Barnard	Wednesday 27th September 2023	quarterly update report to each meeting	Gavin McArthur
9	Internal Audit report update	Paul Clarke WCC	Wednesday 27th September 2023	quarterly update report to each meeting	Gavin McArthur
10	2023/24 budget monitoring report	Sara Ansell/Jeff Carruthers	Wednesday 27th September 2023	regular update report	John Anderson
11	2022/23 Audited Statement of Accounts	Sara Ansell/Jeff Carruthers/Mike Ke	Wednesday 27th September 2023	Regular annual report	John Anderson/ Gavin McArthur
12	2022/23 Audited Annual Governance Statement	Sara Ansell/Jeff Carruthers/Mike Ke	Wednesday 27th September 2023	Regular annual report	John Anderson/ Gavin McArthur
13	2022/23 External Audit Findings report and draft opinion	Jackson Murray/Siobhan Barnard	Wednesday 27th September 2023	Regular annual report	John Anderson/ Gavin McArthur
14	2022/23 Letters of representation	Jackson Murray/Siobhan Barnard	Wednesday 27th September 2023	Regular annual report	John Anderson/ Gavin McArthur
15	Information Governance	TBC	Wednesday 27th September 2023	TOR required	David Carter/Andy Heath
1	PCC verbal regular update	Philip Secombe	January 2024 tbc	quarterly update briefing	n/a
2	DCC verbal regular update	DCC A Franklin-Smith	January 2024 tbc	quarterly update briefing	n/a
3	JASC workplan	Sara Ansell	January 2024 tbc	quarterly update report to each meeting	John Anderson/ Gavin McArthur
4	External Audit report update	Jackson Murray/Siobhan Barnard	January 2024 tbc	quarterly update report to each meeting	Gavin McArthur
5	Internal Audit report update	Paul Clarke WCC	January 2024 tbc	quarterly update report to each meeting	Gavin McArthur
6	Standards update	Dave Patterson	January 2024 tbc	twice yearly - July and January meetings, unless any exceptional items requiring notification	Helen Knee
7	2024/25 Budget setting update	Sara Ansell/Jeff Carruthers	January 2024 tbc		John Anderson
8	2023-24 Budget monitoring and forecast outturn position	Sara Ansell/Jeff Carruthers	January 2024 tbc	P8 Money Matters report	John Anderson
9	2023/24 Treasury Management mid year report	Mike Kaine	January 2024 tbc	Regular annual report	John Anderson
10	2022-23 JASC Annual report, include TOR	Chair	January 2024 tbc		John Anderson