JOINT INDEPENDENT AUDIT COMMITTEE

SUMMARY ACTION LOG – 5 JUNE 2014

Ref	Meeting Date	Minute No	Resolution	Actioned by	Progress	Updated
11	29 Nov 2013	32/13	Information sets required under the Elected Local Policing Bodies (Specified Information) Order 2011 be published on the Commissioner's website before the next Committee meeting.	CAO	Information sets have been published:http://www.lincolnshire-pcc.gov.uk/Document-Library/Transparency-Schedule---Mar-2014.pdf Oral update to be given on a recent audit by the HOCrime & Policing Group on PCC compliance with the Specified Information Order. Feedback received on a small number of areas where compliance / accessibility of information needed to be improved. All issues addressed. Action is complete.	17 Mar 2014 23 May 2014
22	28 Mar 2014	03/14	A written update on the implementation of recommendations from the Independent Review of PCSO Remuneration be provided at the September 2014 meeting (minute 33/13 refers).	DCC	This item has been added to Forward Plan and update will be provided for September 2014 meeting.	21 May 2014
23	28 Mar 2014	04/14	A briefing paper be prepared for the next meeting of the Committee providing an overview of the management of data security by the Force.	DCC	Item is on the 5 June 2014 agenda.	21 May 2014

24	28 Mar 2014	04/14	Members be contacted to ascertain what further information security matters they would like covered in the briefing paper.	RPO	Complete.	17 Mar 2014
25	28 Mar 2014	04/14	An invitation be extended to Members to visit the Force Information Management Unit.	RPO	Complete. Visit arranged for 4 July 2014.	17 Mar 2014
26	28 Mar 2014	04/14	The [Internal] Audit Plan include the number of days allocated to each of the proposed audits for 2014-15.	Internal Auditor	Complete.	23 May 2014
27	28 Mar 2014	05/14	The Change Control table [within the Internal Audit Progress Report] be amended to make it easier to understand.	Internal Auditor	Complete.	23 May 2014
28	28 Mar 2014	06/14	Consideration be given to the future presentation of information contained within the Internal Audit progress / implementation reports in line with Member comments.	Internal Auditor	Complete subject to consideration by the JIAC.	23 May 2014
29	28 Mar 2014	08/14	The format of the [HMIC Update] report be altered in line with Member comments.	T/CIM	Complete	23 May 2014
30	28 Mar 2014	09/14	The accounting policies be re-reviewed to ensure consistency.	CFO/ FCFO	Complete. These have been reviewed as part of the preparation of the Financial Statements.	23 May 2014
31	28 Mar 2014	09/14	A definition of 'Authority' referred to at Appendix B (1) line 2 be provided.	CFO/ FCFO	Complete. The Authority referred to in this context is the PCC Group i.e. the consolidate PCC and CC position and this will be included within the Statements being prepared.	23 May 2014
32	28 Mar 2014	09/14	The format (i.e. indexing, paragraph numbering, etc) of the accounting policies be reviewed.	CFO/ FCFO	Complete. These have been reviewed as part of the preparation of the Financial Statements.	23 May 2014

33	28 Mar 2014	09/14	A definition of 'Material' be provided in relation to material assets.	CFO/ FCFO	Complete. This has been included in the Glossary of Terms as part of the preparation of the Financial Statements.	23 May 2014
34	28 Mar 2014	11/14	The term 'No Limit' under 'Delegated Limits' within the Financial Regulations be changed to read 'No Limit in accordance with Financial Regulations'.	CFO/ FCFO	Complete, this has been amended as part of the work to review and issue the revised Document.	23 May 2014
35	28 Mar 2014	11/14	The Procurement flow chart provided at page 47 of the Procurement and Contract Regulations be completed	CFO/ FCFO	Complete, this has been amended as part of the work to review and issue the revised Document.	23 May 2014
36	28 Mar 2014	11/14	Section FR24 within the Financial Regulations be reviewed and amended in line with member comments.	CFO/ FCFO	Complete, this has been amended as part of the work to review and issue the revised Document.	23 May 2014
37	28 Mar 2014	11/14	Members receive an update on the finalised Scheme of Governance at the next meeting of the Committee, including a briefing on how the framework will be communicated to employees.	CFO/ FCFO	An update will be given at the meeting.	23 May 2014
38	28 Mar 2014	14/14	Consideration be given to the inclusion of additional risks within the Assurance Map as highlighted by Members	RPO	Complete.	17 Mar 2014
39	28 Mar 2014	15/14	The Forward Plan be based on a full rolling year.	RPO	Complete.	17 Mar 2014

32	28 Mar 2014	15/14	Section 3 of the [Forward Plan] be updated to include publication of the External Audit report issued prior to the audit opinion on the financial statements and the value for money opinion.	RPO	Complete.	17 Mar 2014
33	28 Mar 2014	15/14	Section 5 [of the Forward Plan] be updated to include publication of the Annual Governance Statement in June 2014.	RPO	Complete.	17 Mar 2014
34	28 Mar 2014	17/14	An additional standing item be included on future agendas to enable Members and officers to review and feedback comments and observations on the meeting.	CAO	Complete.	17 Mar 2014

Key

DCC - Deputy Chief Constable (Lincolnshire Police)
FCFO - Force Chief Finance Officer (Lincolnshire Police)
FFO - Force Finance Officer (Lincolnshire Police)
RPRO - Risk Policy Review Officer (Lincolnshire Police)
T/CIM -Temporary Continuous Improvement Manager
CFO - Chief Finance Officer (OPCC)
CAO - Corporate Administration Officer (OPCC)
RPO - Research and Performance Officer (OPCC)