JOINT INDEPENDENT AUDIT COMMITTEE

SUMMARY ACTION LOG – 4 OCTOBER 2023

Ref	Meeting Date	Minute No	Resolution	Actioned by	Progress	Updated
391	22/02/2023	04/23	That the next scheduled meeting between the PCC, Chief Constable and Chair of JIAC also include a recently appointed Member.	HoF	**Complete.** A meeting to discuss the JIAC Members Annual Report has been set up for Mon 31-Jul @ 1400-1500 hrs with the PCC, CC, current JIAC Chair and previous JIAC Chair. Regular 1-hour informal meetings with the JIAC Chair, PCC and CC to discuss final minutes following each formal JIAC meeting are being arranged to which the Chair could perhaps consider including other JIAC members on a rotational basis.	19/07/2023
392	22/02/2023	05/23	That the Committee be informed of how often penetration testing of Force IT systems is conducted.	DCC	**Complete.** The PSN IT Health Check (penetration test) is held around July every year. As well as that scheduled annual health check, IT also perform ad hoc testing against new systems or where significant changes are made to existing solutions/systems/ infrastructure.	10/07/2023
396	22/02/2023	17/23	That Committee Members be provided with biographical information about the new Chair and	CAO	**In Progress.** Reminder circulated to Members on 22/09/2023.	24/07/2023

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			ordinary Member once formally appointed [see also ref 406]			
399	22/02/2023	17/23	That, where possible, Committee meetings commence at 10.00am and Member pre-meetings at 9.30am. [see also ref 407]	CAO	**Complete.**	05/07/2023
403	22/02/2023	21/19	That the Committee undertake a 'deep dive' into Priority Based Budgeting either as an agenda item at a future Committee meeting or as a stand-alone session.	DCC/DFCS	**Complete.** Included on the agenda for the 4 October 2023 JIAC meeting.	20/09/2023
404	02/08/2023	25/23	That Mr P Stone be invited to attend the next scheduled meeting of the Committee Chair with the PCC and Chief Constable.	HoF	**Complete.** Mr Stone was unable to attend the last meeting, invitation to be extended to the next meeting and rotated around members thereafter.	22/09/2023
405	02/08/2023	25/23	That the DCC report back to the Committee on the outcome of the most recent penetration testing of Force IT systems.	DCC	Oral update to be provided.	27/09/2023
406	02/08/2023	25/23	That Mr M Wright and Mr P Stone provide biographical information for circulation to members of the Committee and for publication on the PCC's website. [see also ref 396]	CAO	**In Progress.** Reminder circulated to Members on 22/09/2023.	20/09/2023

407	02/08/2023	25/23	That future Committee meetings commence at 10.00am where possible. [see also ref 399]	CAO	**Complete**. Future meetings scheduled for 10.00am unless circumstances dictate otherwise.	24/08/2023
408	02/08/2023	29/23	That formal test procedures for IT resilience be documented/recorded.	DCC/DFCS	Oral update to be provided.	27/09/2023
409	02/08/2023	29/23	That the full EDI audit report be provided to Committee Members at the next meeting.	IA	**Complete**. Full copy of the IA EDI report was uploaded to Glasscubes on 24/08/2023.	24/08/2023
410	02/08/2023	30/23	That future Internal Audit Plans provide a 3 to 5 year summary of those functions that had been audited with a forward look at those functions that were likely to be scheduled for audit in the future. This forward plan to be shared with the Committee when the 2024/25 Audit Plan is presented for consideration.	IA	**Noted** for Audit Planning 2024/25.	24/08/2023
411	02/08/2023	35/23	That actions from the Risk Management workshop be included in future [PCC Risk Register] reports.	RPO/CAO	**In Progress.** Update on actions will be prepared for the next Committee meeting scheduled for 15 November 2023.	20/09/2023
412	02/08/2023	36/23	That an update on the Forward Plan and Action Plan be provided to Members following the meeting.	HoF	**In progress.** HoF met with members on 13 September to discuss and it was agreed to review the forward plan alongside the annual review. Regular updates to be provided to Members.	22/09/2023

413	02/08/2023	39/23	That the September 2023 meeting of the Committee be held in person.	CAO	**Complete.** September meeting cancelled and rearranged for 4 October 2023.	24/08/2023
414	02/08/2023	40/23	That the HoF facilitate and support the Committee in assessing their effectiveness.		**In progress.** HoF met with members on 13 September to discuss and a plan was agreed to be reported at the November meeting.	22/09/2023

Key

DCC - Deputy Chief Constable
DFCS - Director of Finance and Corporate Services
RPO - Research and Performance Officer
CFO - Chief Finance Officer
CAO - Corporate Administration Officer
IA - Internal Auditor
HoF - Head of Finance
RPRO - Risk Policy Review Officer
EA - External Auditor