



AUDIT COMMITTEE

Meeting Date: 27 June 2014
Version: 12 September 2014

SUMMARY OF ACTIONS AND OUTCOMES

Item	Action	Owner	Progress/Outcome
2.2	Include summary of actions in minutes, monitor progress and update Audit Committee members.	LH	Complete.
2.3 (4.2)	PCC's CFO to circulate Anti-corruption Control Strategy and Strategic Assessment to members. Anti-Corruption and Fraud policy to be discussed at Audit Committee meeting on 23 September 2014.	CB	23 September 2014 agenda item 3.
2.3 (8.5)	Major Incidents Protocol to be circulated to members and discussed at the Audit Committee on 23 September 2014.	CB	23 September 2014 agenda item 3.
2.3 (8.6)	Constabulary to circulate Confidential Reporting/Whistleblowing Policy to members in advance of Audit Committee meeting on 23 September 2014.	NL	23 September 2014 agenda item 3. A report will be provided for the Sept meeting.
2.3 (8.7)	ACO to check coverage of Intellectual Property in contracts.	PC	To cover in matters arising 23 September 2014
3.5	PCC's CFO to ensure reference to Audit Committee in Section 5.2 of the Medium Term Financial Plan is removed in the next iteration of the document.	CB	To action in next iteration of MTFP.
3.8	Annual summary letter to be considered by the Audit Committee on 26 June 2015.	LH	Added to forward agenda.
	Interim Head of Audit Services to update members on the approach taken by other Audit Committees in producing	PF	Complete (22/7). Circulated to members on 29 July 2014.

	an annual report.		
3.9	The Chief Executive will amend the Terms of Reference Statement of Purpose to include reference to effective audit relationships.	CJ	Complete. The following has been added to the Audit Committee Terms of Reference in the Scheme of Governance and Consent (section 7.8.2) and published on the PCC website. 1.4 The Committee will support effective relationships between external audit and internal audit inspection agencies and other relevant bodies and further encourage the active promotion of the value of the audit process.
4.4	The Chief Executive and Head of Finance to amend the PCC and Chief Constable's Annual Governance Statements to reflect the wording in recommendation 2 of the report (removing the reference to the PCC).	CJ PC/PJ	Complete (PCC)
4.10	Internal Auditors to send PCC's CFO the survey responses.	PF	Ongoing as responses come through.
5.10	The Senior Auditor to follow up on availability of IT Governance Service Level Agreement KPIs.	LG	To cover in matters arising 23 September 2014
5.12	The Senior Auditor to send HR audit report to Chief Executive.	LG	Complete (22/7).
5.16	The Senior Auditor to cover progress with Interpreters and Translators in Matters Arising at the September meeting.	LG	To cover in matters arising 23 September 2014
6	The Chief Executive to amend the PCC's Annual Governance Statement in readiness for approval by the PCC during September 2014.	CJ	Complete.
7	The ACO to amend the Chief Constable's Annual Governance Statement in readiness for approval by the Chief Constable.	PC/PJ	Complete.