

OFFICE OF POLICE AND CRIME COMMISSIONER
JARAP – ROLLING ACTION SHEET

Meeting Date	Minute No.	Paper	Action	Person Responsible	Target Date	Date Completed
21/5/14	31/14	G	DCC Edens to provide a breakdown of those who do/ do not attend training sessions to the next meeting.	DCC Edens	Next meeting	
21/5/14	31/14	G	DCC Edens is to bring a presentation on the KiM system to the next meeting.	DCC Edens	Next meeting	
21/5/14	30/14	F	Mrs King to circulate an updated draft with dates for members to provide comments.	Mrs King	Prior to next meeting	
21/5/14	29/14	E	Mrs Saunders to add review dates to each risk on the risk register.	Mrs Saunders	Next Meeting	
21/5/14	29/14	E	DCC Edens/ Mr Prince and Mr Millett are to discuss controls for risks further outside this meeting and update members at the June meeting.	DCC Edens/ Mr Prince/ Mr Millett	June 2014	
21/5/14	28/14	D	Mrs Saunders to provide a formal update on the workshop that was held at the Strategic Organisational Risk Board, once the minutes from the workshop have been finalised.	Mrs Saunders	Next meeting	
26/3/14	14/14	A	Consideration to be given to including a test of the new RTWI system in quarter 4 of 2014/15 audit programme.	Baker Tilly/ FD/DCC	Quarter 4 2014/15	
26/3/14	15/14	B	Reflect on Terms of Reference for audit plan for Partnerships/Engagement.	CFO	Prior to the audit in Quarter 4 2014/15 – not yet due.	
26/3/14	15/14	B	Joint risk for OCCs and OPCCs nationally to be provided for information.	Mr Harris, Baker Tilly	When available	
26/3/14	16/14	C	Consideration to be given to JARAP's role around fraud.	JARAP members/	21 May 2014	The addition of a standing item on the agenda per Terms of

				Agenda		Reference review will ensure this can be addressed at each meeting.
26/3/14	17/14	D	Update on compliance with ACPO Vetting Policy to be provided to members.	DCC	21 May 2014	
26/3/14	17/14	D	Information on the training being provided to officers to identify vulnerability to be provided to members.	DCC	21 May 2014	21.05.14- A report had been circulated to members prior to this meeting. Action discharged.
26/3/14	18/14	E	Details to be provided on red status recommendations and what is being undertaken to meet the implementation target dates.	DCC	21 May 2014	
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26/3/14	19/14	F	Exploratory work to be undertaken around the member Appraisal System.	CFO	21 May 2014	
26/3/14	19/14	F	Terms of Reference to be updated and changes incorporated into future agendas.	CFO/Chair/ Agenda	21 May 2014	21.05.14- Action Complete
28/1/14	04/14	-	HMIC reports to be provided to JARAP members.	Deputy Chief Constable	when published	Ongoing.
28/1/14	04/14	-	A briefing to be provided to members by the Procurement Manager regarding procurement and technology processes.	Finance Director	26 March 2014	Paul Dawkins has contacted Mr Millett and asked him as Chair to nominate a member of JARAP to meet with Ian Fraser, Head of Procurement for a briefing. 21.05.14 Action discharged
28/1/14	04/14	-	Operation Tiger to be included on future JARAP agenda.	GSO	26 March 2014	Member(s) to be offered individual briefing to enable targeted scrutiny.

28/1/14	05/14	A	Consideration for a community impact assessment to be undertaken on the regional Business Case template.	Finance Director	26 March 2014	Paul Dawkins has contacted C/Supt Phil Whiteley of the East Midlands Collaboration Team and he has confirmed that they do not include a CIA on regional business cases; however, they are currently looking at ways to identify the impact of projects on the public as a result of the HMIC recommendations last year. It is felt that a CIA may not be the right vehicle for this but the Collaboration Team will consider this as an option to capture the public impact.
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28/1/14	07/14	C	Members to be provided with a demonstration on Sentinel.	Deputy Chief Constable	26 March 2014	Member(s) to be offered individual briefing to enable targeted scrutiny.
28/1/14	07/14	C	STR127 – Panel to monitor how the protective monitoring system has been embedded six months after implementation.	GSO for agenda (DCC report)	26 Sept 2014	Not yet due.
28/1/14	08/14	D	A list of outstanding actions to be provided to members so overdue actions could be monitored.	Deputy Chief Constable	26 March 2014	Consideration will be given to including this in future reports. 26/3/14 – DCC/CFO to follow up with Force.
28/1/14	08/14	D	Update on the Change Programme recommendation to be included on next JARAP agenda.	Deputy Chief Constable	26 March 2014	Member(s) to be offered individual briefing to enable targeted scrutiny.
28/1/14	09/14	-	Strategic Priorities for the Panel to be forwarded to the Chief Finance Officer	Chair	26 March 2014	CFO & Chair scheduled to meet 20/3/14.

			and Finance Director.			
28/1/14	09/14	-	Comments to be provided on the status of action on the IPCC report regarding civility, impoliteness, neglect of duty and oppressive conduct.	Deputy Chief Constable	26 March 2014	Update to be provided at 26 March meeting. 26/3/14 - DCC will provide an update to the next meeting.
28/1/14	09/14	-	Risk management plans regarding impact of impending privatisation of parts of the Probation Service.	Deputy Chief Constable	26 March 2014	Force & OPCC working closely with Probation and the Ministry of Justice – local event with key partners to take place. Force & OPCC invited to be part of Transforming Rehabilitation Advisory Panel and an update can be given following the first meeting.
Meeting Date	Minute No.	Paper	Action	Person Responsible	Target Date	Date Completed
24/9/13	54/13	F	Meeting to be arranged to discuss the Assurance Framework – Mr Millett, Mr Dawkins, Mr Stock, Ms King and Mr Vickers.	GSO	3 Dec 2013	Chief Finance Officer & Finance Director met with Baker Tilly on 19/12/13 and are awaiting proposals from Baker Tilly to discuss with Chair. Further discussion will take place when CFO meets Chair on 20/3/14.
26/6/13	40/13	G	Communications and Engagement Strategies to be update in line with members' comments outlined in minutes.	Chief Executive	February 2014	Currently being reviewed in line with the Force & OPCC media and engagement review.