

POLICE & CRIME COMMISSIONER FOR LEICESTERSHIRE JOINT AUDIT, RISK & ASSURANCE PANEL

PAPER MARKED

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Report of	OFFICE OF THE POLICE AND CRIME COMMISSIONER
Subject	ANNUAL PLAN AND WORK PROGRAMME
Date	WEDNESDAY 20 JUNE 2018 – 10.00 A.M.
Author :	MR MARTIN HENRY, OPCC

Purpose of Report

1. This report outlines the Joint Audit, Risk and Assurance Panel's Annual Plan and Work Programme for the year 2018/19.

Recommendation

2. The Panel is recommended to note the contents of the report.

Background

3. This draft annual plan has been developed in consultation with the Chairman of the JARAP. The intention is to bring the work programme to each meeting to ensure that all matters planned for consideration are considered and if any are not considered when planned then the reasons for this are explained.
4. The intention is also that the plan is updated on a regular basis with items added at meetings as requested and therefore it becomes an agenda item that is considered at each meeting.

Implications

Financial:	There are no financial implications associated with this report
Legal:	There are no legal implications associated with this report.
Equality Impact Assessment:	There are no Equality implications associated with this report.
Risks and Impact:	There are no separate Risk implications associated with this report. Risk has been considered by the JARAP under the Terms of Reference and this is covered within the report.

Link to Police and Crime Plan: The Annual Report is in line with the Terms of Reference of the JARAP which is a key governance and assurance mechanism for the delivery of the Police and Crime Plan.

List of Attachments / Appendices

Annual Plan and Work Programme

Background Papers

None

Person to Contact

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JARAP WORKPLAN

	21 February 2018	11 May 2018	20 June 2018	24 July 2018 <i>Additional meeting to specifically consider the Statement of Accounts Start time 9.30am</i>	19 September 2018	11 December 2018	February 2019 (Date to be confirmed)
MEMBERS PRE-MEETING 08:15 – 09:15							
TARGETTED BRIEFING 09:15-10:00							
BRIEFING	Operational Updates Information Assurance and GDPR		09:15 – 09:45 Annual meeting of auditors without officers present 09:45 – 10:00 (or earlier if auditor meeting finishes before the scheduled time) Update with OPCC - CFO	As this is a special meeting with an earlier start time there is no targeted briefing planned	Presentation by the Force on Darwin	More in depth Collaboration Update	To be confirmed
MEETING HELD IN PUBLIC TAKES PLACE 10:00-12:00							
	Minutes of the meeting & Rolling Action Sheet	Members Annual Appraisal and 1 to 1 discussions (members and chair only)	Minutes of the meeting & Rolling Action Sheet	Minutes of the meeting & Rolling Action Sheet	Minutes of the meeting & Rolling Action Sheet	Minutes of the meeting & Rolling Action Sheet	Minutes of the meeting & Rolling Action Sheet
	Internal Audit Progress Report		Internal Audit Progress Report		Internal Audit Progress Report	Internal Audit Progress Report	Internal Audit Progress Report
	Internal Audit Recommendations & Tracking		Internal Audit Recommendations & Tracking		Internal Audit Recommendations & Tracking	Internal Audit Recommendations & Tracking	Internal Audit Recommendations & Tracking
	<i>External Audit Progress Update (Removed from agenda on 14.02.18 and will now be in June)</i>		External Audit Progress Update		External Audit Progress Update	External Audit Progress Update	External Audit Progress Update
	Risk Register		Risk Register		Risk Register	Risk Register	Risk Register
	Fraud and Corruption		Fraud and Corruption (Verbal update)	Fraud and Corruption (Verbal update)	Fraud and Corruption (Verbal update)	Fraud and Corruption (Verbal update)	Fraud and Corruption (Verbal update)
			Work Programme	Work Programme	Work Programme	Work Programme	Work Programme
OTHER AGENDA ITEMS	Internal Audit Plan 2018/19 (Mazars)	Drafting of the JARAP Annual Report for 2017/18 (members and chair only)	DRAFT Annual Report of JARAP (Chair)	Report to those charged with Governance ISA 260 (EY)	Darwin Update (DCC)	External Annual Audit Letter 2017/18 (EY)	Internal Audit Plan 2019/20 (Mazars)
	<i>External Audit Plan 2018/19 (EY) (Removed from agenda on 13.02.18 and placed in 20 June agenda)</i>		JARAP Terms of Reference Annual Review (CFO/ACC)	Statement of Accounts (CFO/ACC)	JARAP Aims and Objectives for 2018/19 (Chair)	Draft JARAP Annual Plan and meeting dates 2019 (CFO/ACC)	Annual Effectiveness review
	JARAP Aims and Objectives for 2018/19 (Chair) (Removed from agenda and placed on 19 September 2018 meeting)		Internal Audit Annual report 2017/18 (Mazars)			Seized and Found property Update (DCC)	JARAP Aims and Objectives for 2019/20 (Chair)
	Force Meetings 2018(DCC)		<i>External Audit Plan 2018/19 (EY)</i>			Annual Collaboration Update (to include Tri Force and other Collaborations) (DCC)	Force Meetings 2019(DCC)
	Information Assurance & GDPR Update (Paul Hooseman)		Force Management Statement and Force Planning Cycle				

Black – on Plan or suggested based on risk and/or business focus , BLUE – Statutory within the TOR for members to consider or Best Practice Guidance, RED – Member Added Items, PURPLE – Suggested briefing areas related to the agenda to inform discussion in the public meeting