

### Joint Audit Committee Action Log

Action No.	Minute Ref.	Title of Minute	Details of Action	Member Dealing	Date Due	In Progress/ Completed
10	21	Policies of the Office of the Police and Crime Commissioner and Hampshire Constabulary (Jun 13)	That the OPCC policies be presented to the Joint Audit Committee in December.	Chief Executive	Mar-14	In Progress
20	101	Minutes of the meeting held on 30 June 2014	The Chair requested that the Terms of Reference be added to the Forward Plan for the March meeting every year for review.	Finance & Business Support Officer	Sep-14	Completed
21	101	Minutes of the meeting held on 30 June 2014	That the Valuing the Police report be added to the agenda at the December meeting.	Finance & Business Support Officer	Dec-14	In Progress
22	103	External Audit Progress Report	That the Annual Audit Letter be presented to the December meeting of the Committee.	External Auditors	Dec-14	In Progress
23	105	Audit Results Report for the year ended 31 March 2014 for the Chief Constable for Hampshire	That further information on the arrangements be included within the External Auditors' progress report for the December meeting.	External Auditors	Dec-14	In Progress
24	106	Statement of Accounts 2013/14	That the full year staff cost could be included across the top of the disclosure of post holder information table in future.	Finance Manager (Statutory Accounting)	Sep-15	In Progress
25	106	Statement of Accounts 2013/14	That information regarding the exit packages for Police and Crime Commissioner's staff be removed from the Chief Constable's accounts before they are published.	Finance Manager (Statutory Accounting)	Sep-14	Completed

26	109	Joint Audit Committee Forward Plan	That amendments are made to the Forward Plan regarding the External Auditors reports.	Finance & Business Support Officer	Dec-14	Completed
27	109	Joint Audit Committee Forward Plan	That the Terms of Reference for the next audit of risk management to be added to the December agenda.	Finance & Business Support Officer	Dec-14	Completed
28	112	Confidential Minutes of the meeting held on 30 June 2014	That the Chief Internal Auditor will provide a further update on the ICT Change Management audit report at the December Committee meeting.	Chief Internal Auditor	Dec-14	In Progress
29	113	Office of the Police and Crime Commissioner's Strategic Risk Register	That a pack of the commitments for both the Constabulary and OPCC be sent to the Members of the Committee.	Strategic Risk Manager	Dec-14	In Progress

<b>Action Taken</b>
The proposed Terms & Conditions have been circulated to staff with a 30 day consultation period taking place in Septmeber.
The Terms of Reference has been added to the Forward Plan
The HMIC Valuing the Police report has been added to the Agenda for December
The Annual Audit Letter has been added to the Agenda for December
The information was removed from the Chief Constable's accounts

The Forward Plan was updated accordingly.
The Risk Management Audit Terms of Reference has been added to the agenda for the December meeting.