



OPCC
Office of the Police &
Crime Commissioner
for Gloucestershire



Joint Independent Audit Committee

Live action log

Date 20/03/2025				
Action Log No.	Agenda item	Action	Ownership	Updates
JAC08/2025	5	National Wellbeing and Culture Survey results to be reported to JIAC in September 2025. The Head of Occupational Health, Safety and Wellbeing and the DCC will attend for this item.	DCC	<p>Update 13.08.25 Added to draft September agenda.</p> <p>Update 30.09.25 A significant handling plan is in place. Appropriate to be covered by ACO Saunders and the Head of HR (TR) at a JIAC information session on Teams.</p> <p>Update 19.12.25 DCC advised a governance review of the wellbeing survey had been completed. A briefing session on Teams can now be scheduled for JIAC members.</p> <p>Update 10.02.26 Information session scheduled for 12.03.26 (alongside an update on regional collaboration and ridealong)</p>

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JIAC14/2025	11	Newly appointed Head of Change to provide an information session around change management for JIAC members.	AP	<p>Update 20.06.25 Noted Head of Change, Chris Clarke (Plant not Clarke) now in post. Meeting can now be scheduled.</p> <p>Update 30.09.25 JIAC requested an information session around change management. AP to arrange.</p> <p>Update 19.12.25 Action outstanding.</p> <p>Update 10.02.26 Information session scheduled for 12.03.26</p>
JIAC15/2025	11	Estates review to be shared with JIAC members, once available.	OPCC CFO	<p>Update 20.06.25 The OPCC CFO shared a brief update on the current estates position, noting the following:</p> <ul style="list-style-type: none"> • The Head of Estates has recently resigned and has now left the organisation • Interim support arrangements are in place via an external provider, who will lead on the estates review • There are some significant maintenance back logs across the estate • There is a strong desire to develop a comprehensive estates strategy to ensure buildings are fit for current and future needs. <p>Update 30.09.25 Report expected at the end of October 2025 and will be shared with JIAC members at that point.</p>

				<p>Update 19.12.25 Final draft under discussion; expected at PCCGB at the end of January 2026.</p> <p>Update 10.02.26 JIAC Chair aware of Estates review via PCCGB. Update summary required at March JIAC.</p>
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Date 20/06/2025				
Action Log No.	Agenda item	Action	Ownership	Updates
JIAC38/2025	17	Internal Audit Property Stores and Records Management – Final Audit report CFO to check and advise JIAC members if water sprinklers have been installed in property stores.	GC CFO	<p>Update 30.09.25 Action outstanding.</p> <p>Update 19.12.25 Action carried forward.</p> <p>Update 25.02.26 Commissioned a review of this through Estates as to what and when we can do in Phoenix House.</p>

Date 14/08/2025				
Action Log No.	Agenda item	Action	Ownership	Updates
JIAC45/2025	6	Update on 2025/26 budget and Medium-Term Financial Plan Assistant Chief Executive, Becky Beard who sits on the national Police Reform Board, to attend a future JIAC meeting to share some of the Board's activities.	CE	<p>Update 30.09.25 The JIAC chair requested an update around national Police Reform early in 2026. CE/EA to Chief Exec to action.</p> <p>Update 19.12.25</p>

				<p>Action carried forward.</p> <p>Update 10.02.26 To be scheduled as part of the programme for 12.03.26 (CE/ACE to action)</p> <p>Update 22/02/26 Propose bring this action into action JIAC65/2025 to avoid duplication.</p>
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Date 30/09/2025				
Action Log No.	Agenda item	Action	Ownership	Updates
JIAC47/2025	4	Internal Audit quarterly report – Costs associated with a Niche audit follow up (pre and post implementation) to be compiled by SWAP and presented to the Chief Executive for consideration.	SWAP	<p>Update 19.12.25 The Chief Exec advised discussions had taken place between OPCC and SWAP and agreed that a more detailed post implementation audit is preferred. SWAP currently following up agreed actions.</p> <p>SWAP to attend Niche Gold Group to monitor evidence required to complete actions. DCC to advise ACC Ocone as the Niche lead.</p> <p>SWAP to follow up on actions from their original Niche review.</p> <p>Update 10.02.26 SWAP tried to follow up on actions only received verbal assurance. ACC Ocone aware.</p>
JIAC49/2025	4a	SWAP dashboard access to be given to Supt Emma Macdonald.	SWAP	<p>Update 19.12.25 SWAP (CW) to follow up this action.</p>

JAC54/2025	5	HMICFRS and other inspections update The Chair requested that all future reports to incorporate a clear summary of the key recommendations arising from each inspection.	AC	Update 19.12.25 Future updates will include the requested clear summary of key recommendations.
JAC56/2025	5	Andy Christopher to be added to the circulation list of the SWAP dashboard summary.	SWAP (CW)	Update 19.12.25 SWAP (CW) to follow up this outstanding action.
JAC57/2025	11	Pension Remedy update – Follow up with Learning and Development department to confirm that XPS is actively delivering pension information to new officers.	GC CFO	Update 19.12.25 XPS to deliver sessions to new cohorts and existing officers. Chief Accountant to provide an update at the March JAC meeting. Update 25.02.26 We have XPS coming in now to training to deliver an input which will regularly timetabled in, starting with the 2 current cohorts we currently have with us at Sabrina.

Date 19/12/2025				
Action Log No.	Agenda item	Action	Ownership	Updates
JAC61/2025	6	SWAP (Internal Audit) to continue monitoring internal audit progress and report back at the March meeting (quarterly monitoring report).	SWAP	
JAC62/2025	6	Internal Audit Activity - SWAP to follow-up on Niche System Review actions via Gold Group to mitigate operational risk.	SWAP	
JAC63/2025	6	Internal Audit Activity – Payroll and Overtime Processes (final report) - Address Payroll accountability gaps and ensure clear ownership before GRS system rollout (Phase 2 due September 2026).	GC CFO	Update 25.02.26 SCR proposal for Finance (reporting 26/02/26) is to: 1. bring all payroll responsibility into Finance; and

				2. review who provides payroll function.
JAC64/2025	6	Internal Audit Activity - Increase audit coverage by completing additional audits before June 2026 to support the annual assurance opinion.	SWAP	
JAC65/2025	11	OPCC Chief Executive update - OPCC to keep JAC informed as White Paper emerges (expected January 2026) to prepare for transition.	OPCC CE	<p>Update 22/02/26 To date information is limited. Attached is a report taken to the February Police & Crime Panel which includes what is currently known about the White Paper / Abolition of PCCs. Further information will be shared when available and a verbal update provided at the JAC meeting.</p>  <p>PCP Chief Exec report Feb 26 FINAL.pdf</p>
JAC66/2025	12a	Budget monitoring report (including savings) - Finance team to provide updated budget position at the March JAC meeting, reflecting any changes post-PCC Governance Board review.	GC CFO	<p>Update 25.02.26 P9 report planned for presentation.</p>
JAC67/2025	12a	Budget monitoring report (including savings) - Continue monitoring savings delivery and escalate risks to governance boards where targets are at risk.	CFOs	<p>Update 25.02.26 P9 report planned for presentation.</p>
JAC68/2025	12a	Budget monitoring report (including savings) - Ensure timely communication of delays or variances to JAC to support informed oversight and decision-making.	CFOs	<p>Update 25.02.26 Noted.</p>
JAC69/2025	12b	Medium Term Financial Plan 2026/27-2029/30 - The Chair and finance representatives agreed that JAC should receive an updated MTFP position at the March meeting , once scenarios and risk mitigation strategies have been refined.	CFOs	<p>Update 25.02.26 Agreed MTFP to be included on agenda.</p>
JAC70/2025	14a	Treasury Management - Outturn 2024/25 - Continue monitoring Prudential Indicators closely to ensure borrowing remains within CFR limits.	CFOs	<p>Update 25.02.26 This will be reported six-monthly and reviewed through Finance Panel bi-monthly.</p>

JAC71/2025	14a	Treasury Management - Outturn 2024/25 - Review timing of future borrowing to minimize cost of carry and optimize interest rate exposure.	CFOs	Update 25.02.26 This will be reported six-monthly and reviewed through Finance Panel bi-monthly.
JAC72/2025	14a	Treasury Management - Outturn 2024/25 - Schedule a Treasury Management training session (Arling Close) for JAC members to strengthen understanding of strategy and risk management.	EA	
JAC73/2025	14a	Treasury Management Outturn 2024/25 - Incorporate estate rationalisation plans into future Treasury strategy to reduce borrowing requirements.	CFOs	Update 25.02.26 This will be reported six-monthly and reviewed through Finance Panel bi-monthly.
JAC74/2025	15	Annual Review of National Fraud Initiative - Complete outstanding payroll and pension match reviews and confirm closure of all flagged items.	GC CFO	Update 25.02.26 All match reviews conducted by Constabulary. Two questions remain with GCC for completion. Summary report to be included for JAC.
JAC75/2025	15	Annual review of National Fraud Initiative - Update JAC at the next meeting on final status of NFI actions and any lessons learned.	GC CFO	Update 25.02.26 All match reviews conducted by Constabulary. Two questions remain with GCC for completion. Summary report to be included for JAC.
JAC76/2025	15	Annual review of National Fraud Initiative - Ensure future NFI reports include a clear summary of findings and corrective actions for transparency and assurance.	GC CFO	Update 25.02.26 All match reviews conducted by Constabulary. Two questions remain with GCC for completion. Summary report to be included for JAC.
JAC77/2025	16	JAC Chair's quarterly report - Circulate JAC effectiveness survey in January and present results at the March meeting.	JAC	

JAC78/2025	16	JAC Chair's quarterly report - Update and monitor the TOR action plan to ensure all agreed improvements are implemented.	JAC	
JAC79/2025	16	JAC Chair's quarterly report - Continue skills matrix review and report progress at the next meeting.	JAC	
JAC80/2025	18	Strategic Risk Review - Complete benchmarking and redesign of risk governance process by end of financial year.	DCC	
JAC81/2025	18	Strategic Risk Review - Present refreshed Strategic Risk Review and governance framework at the March JAC meeting.	DCC	
JAC82/2025	18	Strategic Risk Review - Assign clear ownership for each strategic risk at both Chief Officer and subject matter expert level.	DCC	
JAC83/2025	18	Strategic Risk Review - Ensure quarterly reporting to JAC includes progress on mitigation and any emerging risks.	DCC	
JAC84/2025	20	Pension Remedy Review - Complete outstanding complex cases and confirm full compliance with pension remedy requirements.	Chief Accountant	Update 25.02.26 We are ticking them off gradually, but some complex cases will remain. Suggest bringing an update on those cases to JAC.
JAC85/2025	20	Pension Remedy Review - Provide an update at the March JAC meeting, then annually on progress and readiness for April 2026 contribution changes.	Chief Accountant	Update 25.02.26 To be incorporated into March JAC report.

Owner: Sally-Anne Barnes
Date of last review: 19/12/2025
Date of next review: 18/03/2026