

Surrey Joint Audit Committee – Induction Programme

All new members of the Joint Audit Committee will be invited to attend two structured induction sessions of approximately 2-3 hours each. Existing members will be invited to attend if they require refresher training. The programme will be aligned to CIPFA's 'Audit Committee Knowledge and Skills Framework' and to the requirements of the Surrey JAC's terms of reference. Additional induction training can be provided to align to a new member's skills or knowledge gaps, or to support them in any specific areas of responsibility.

Role and Purpose of Police Audit Committees – CIPFA in-house training

- **Purpose and accountability:** the purpose of Joint Audit Committees in the police sector, as set out in the Home Office Financial Management Code of Practice. Relationships of the Joint Audit Committee to the PCC, Chief Constable, their CFOs and internal and external audit.
- **Roles and responsibilities:** Main areas of responsibility for the Joint Audit Committee as set out in the CIPFA Position Statement on Audit Committees and reflected in the committee's terms of reference. The role of the Joint Audit Committee chair.
- **Knowledge and Skills:** To highlight the key skills required of members and tips on evaluating the effectiveness of the committee.
- **Governance and Assurance:** To look at the requirements of the CIPFA Delivering Good Governance Framework and how Joint Audit Committees can give and receive assurance

About Surrey Police , the Police & Crime Commissioner for Surrey and the Office of the PCC

- **Surrey Police operational and performance overview:** to provide members with an overview of Surrey Police's organisational structure, policing priorities, demand and performance
- **Role of the PCC, their priorities for Surrey and their place in the political landscape:** to highlight the roles and responsibilities of Police & Crime Commissioners and how these are discharged by the PCC for Surrey
- **Surrey Police Financial Context and Risk Management arrangements**
- **Overview of Surrey Police & OPCC governance structures and decision-making processes**

Ongoing training

There is a small budget available for JAC members to receive ongoing training and attend conferences. Where relevant opportunities arise (for example through Surrey Police's membership of CIPFA's Achieving Financial Excellence Programme), these will be offered to members. Where a member has taken on a specific responsibility, we will liaise with the relevant Force/OPCC officer to ensure they are properly briefed. The Committee will keep their training needs under review at least once a year.