



WALES AUDIT OFFICE  
SWYDDFA ARCHWILIO CYMRU

## Police Use of Resources Evaluation

### Review procedure for scored judgement

The authority can request a formal review of its scored judgement from the Wales Audit Office when it is formally notified in writing of the overall scored judgement. The process described here is based on that used by the Audit Commission and is therefore consistent throughout Wales and England. The authority can use the review procedure to register any objection in relation to the scope of the work undertaken, the way the assessment was conducted, and any resulting report or scored judgement, provided the objection is capable of affecting the report or the scored judgement.

The review process will be used to reach an outcome that is fair and consistent. As a result, the Wales Audit Office has the right to consider other parts of the reports and judgements linked to the specific area that is being disputed. Consequently, because of the review the disputed score, and/or other scores and judgements, may go up, down or stay the same.

The authority must send to the Wales Audit Office written notice of its application for a review within ten working days of receipt of the overall scored judgement. In establishing its case for a review, the authority should:

- identify the scored judgement that it is requesting to be reviewed;
- state why it disagrees with the judgement and provide the supporting documentation to justify its case; and
- state what it believes the judgement should be.

The request for review must be made by the authority's chief executive (or appropriate deputy if the chief executive is unavailable). This should be sent to the Chief Operating Officer, Wales Audit Office. Notice of application for a review will halt the Wales Audit Office's reporting procedures at that stage.

The Chief Operating Officer will:

- record receipt of the notice of review and written case;
- ensure that publication of the judgements and score is stopped, pending result of the review;
- assign the case to a review manager, and notify the authority; and
- have oversight of the review process.

The review manager will be a senior manager within the Wales Audit Office (not previously involved in the work) and will:

- Liaise with the authority to understand the reasons for its dissatisfaction, if this is not fully apparent from the review case submitted, or if this may assist in swift resolution of the matter.
- Scope the work to ensure proper investigation of the review. This will be proportionate to the issues raised. The scope of the work will be shared with the authority.
- Arrange for review work to be undertaken. The proposed work may involve:
  - a desktop review of both existing evidence and additional evidence provided by the authority;
  - on-site activity to collect further evidence;
  - discussions with other stakeholders and partners;
  - involvement of a peer (if appropriate); and
  - other work considered necessary to resolve the disagreement.
- Consider the findings of the investigation and make recommendations to the Chief Operating Officer as to any changes to the judgements or scores or other action merited as a result of the investigation.

The review will only take into account evidence of matters as they existed up to the time of the original assessment. Evidence of later developments will not be considered.

On completion of the review work, the Chief Operating Officer will:

- receive recommendations for changes or other action from the review manager;
- determine the outcome in the light of those recommendations;
- communicate the outcome of the review to the authority with a full explanation of the decisions made; and
- sign off the final inspection/assessment report for publication.

If an authority is unhappy with any aspect of this review process, the Wales Audit Office complaints procedure provides a mechanism by which this can be considered. The complaints procedure looks at the process applied not the judgements made.

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