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JOINT INDEPENDENT AUDIT COMMITTEE**7 DECEMBER AT 2:00PM****MEETING ROOM 2, NEWCASTLE CITY CENTRE POLICE STATION
FORTH BANKS, NEWCASTLE UPON TYNE****PRESENT:****Members:** J Cooke (Chair), N Mundy, P Angier, P Wood, K Amlani

Officers:

B McCardle	• Assistant Chief Officer (Corporate Services) – from item 92
E Snaith	• Chief Executive, Office of the Police and Crime Commissioner
M Tait	• Joint Chief Finance Officer
P Godden	• Head of Corporate Development
I McCulloch	• Deputy Head of Finance

Invitees:

G Davies	• Partner, Mazars
C Waddell	• Partner, Mazars
J Dafter	• Senior Manager, Mazars
D Johnson	• Chief Internal Auditor, Gateshead Council
J Wright	• Audit and Risk Manager, Gateshead Council
M Mullen	• Director of Strategic Asset Management – Item 90 only

86. INTRODUCTION

The Chair opened the meeting by welcoming all present at today's meeting, and in particular Cameron Waddell, Mazars, who is taking over as the audit engagement lead from Gareth Davies, and to Mike Mullen, who is presenting an update on the Estates Strategy.

87. DECLARATIONS OF INTEREST

With regard to Declarations of Interest, members confirmed there were no changes other than that relating to N Mundy, as detailed below:

N Mundy:

Appointed: Chair of the South Tyneside NHS Foundation Trust; and

Resigned: Non-Executive Director: Northumbria Healthcare NHS Foundation Trust; and Advisor to North Cumbria University Hospitals Trust.

88. MINUTES OF THE MEETING HELD ON 14 SEPTEMBER 2015

The minutes of the Joint Independent Audit Committee (JIAC) held on Monday, 14 September 2015 were agreed.

RESOLVED: The minutes of the meeting held on 14 September 2015 were agreed as a true and accurate record.

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89. ACTION LIST FOR FUTURE MEETINGS

a. Estates Strategy

An update on the Estates Strategy is to be provided under item 90 of today's meeting.

RESOLVED

b. Internal Audit Charter

D Johnson confirmed that the revised Internal Audit Charter had been previously circulated.

RESOLVED

c. Review of the Terms of Reference

The Chair advised that a meeting attended by three members and two officers had been held on Tuesday, 24 November 2015, to review the Terms of Reference for JIAC. The meeting concluded that the Terms of Reference are currently fit for purpose, and there are no changes necessary. The Chair advised he is to look at the Terms of References of other Police Audit Committees as a final measure and he will report back in due course.

RESOLVED: (i) J Cooke to look at the Terms of Reference of other Police Audit Committees as a final measure and report back in due course.

d. Internal Audit:

➤ Payroll and Pensions Audit

D Johnson advised that the Payroll and Pensions Audit will be covered under item 102 of today's meeting.

➤ Debtors Internal Audit Report

D Johnson confirmed that the Debtors Internal Audit Report had previously been circulated.

➤ Audit Plan Timeline

D Johnson advised that the Audit Plan timeline will be covered under item 100 of today's meeting.

RESOLVED

90. ESTATES STRATEGY

M Mullen, Director of Strategic Asset Management, presented members with an update on the Estates Strategy. Members expressed their thanks for a concise and informative presentation and enquired whether a copy of the presentation could be made available. Members were

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advised that a copy of the presentation would be circulated after the meeting with any commercially sensitive information removed.

- RESOLVED:
- (i) that the information be noted; and
 - (ii) Members to receive a copy of the Estates Strategy presentation with any commercially sensitive information removed.

91. ANNUAL AUDIT LETTER 2014/15: POLICE AND CRIME COMMISSIONER FOR NORTHUMBRIA

G Davies, Mazars, provided members with a summary of the work and findings for the 2014/15 audit for the Police and Crime Commissioner (PCC), and concluded by advising that the PCC had adequate arrangements in place and an unqualified value for money conclusion had been issued.

The Chair referred members to the paragraph regarding Economy, Efficiency and effectiveness and in particular the reference to HMIC's assessment which highlights the Force's approach to crime-recording and also the need to develop a better understanding of the changing demand for police services. He stated that it would be helpful if members could receive a presentation on this subject to give them an understanding of the issue. It was agreed that this would be scheduled for a future meeting.

N Mundy enquired whether Internal Audit undertook reviews of the disposal of assets, primarily relating to the Estates presentation received earlier. Internal Audit advised that this would form part of the Asset Management Audit scheduled to be carried out this financial year.

Members noted the Annual Audit Letter 2014/15 for the PCC for Northumbria.

- RESOLVED:
- (i) that the information be noted;
 - (ii) Members to be provided with a presentation 'Understanding Demand and Improving Crime Recording Standards'.

92. ANNUAL AUDIT LETTER 2014/15: CHIEF CONSTABLE FOR NORTHUMBRIA

Members were presented with a summary of the Annual Audit Letter 2014/15 for the Chief Constable prepared by external Auditors, Mazars. G Davies advised that the content of this Letter is very similar to that of the PCC's apart from the section relating to the Whole of Government Accounts, and concluded by advising that the Chief Constable had adequate arrangements in place and an unqualified value for money conclusion had been issued.

Members noted the Annual Audit Letter 2014/15 for the Chief Constable.

- RESOLVED:
- (i) that the information be noted.

93. ANNUAL AUDIT LETTERS

M Tait referred members to the Annual Audit Letters reports and advised that the Annual Audit Letters for both the PCC and Chief Constable, summarises the work, findings and fees of the auditors for 2014/15.

Members noted the Annual Audit Letters 2014/15 and that they will be published on the respective websites of the PCC and the Chief Constable.

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- RESOLVED: (i) that the information be noted; and
- (ii) the Annual Audit Letters 2014/15 for both the PCC and Chief Constable be published on their respective websites.

94. INTERNAL AUDIT AND EXTERNAL AUDIT JOINT PROTOCOL

J Dafter, Mazars, presented members with the Internal Audit and External Audit Joint Protocol, which is a refresh of that which was originally agreed in November 2013, with the objective of the Protocol being to ensure that both the PCC and the Chief Constable continue to receive the most effective use of audit resources and value for money.

RESOLVED: that the information be noted.

95. STRATEGIC RISK MANAGEMENT

P Godden provided members with a summary on the quarterly update on the Joint Strategic Risk Register which was presented to last month's Strategic Management Board, and advised there was one new risk area identified from that reported at September's JIAC, namely Partnerships; and a number of additional controls that have been identified in relation to existing risks have also been added to the Register.

In relation to the staff survey, members were advised that a final analysis is being carried out, following which staff will receive a summary of the results, and it was agreed that an Executive Summary of the survey headlines would be presented at the next JIAC.

- RESOLVED: (i) that the information be noted; and
- (ii) an Executive Summary of the Staff Survey headlines to be presented at the next meeting of JIAC.

96. SUMMARY OF RECENT INSPECTION REPORTS

P Godden provided members with a summary of recent external inspections and highlighted that two of the reports 'Police Effectiveness, Efficiency and Legitimacy (PEEL): Police Efficiency 2015' and Joint Inspection Report – Witness for the Prosecution: Identifying victim and witness vulnerability in criminal case files' had involved inspection activity within Northumbria Police.

P Godden advised that Recommendations and Action Plans are followed up by the Commissioner and Chief Officer Team on a regular basis. N Mundy queried how this Committee got confirmation that the monitoring was being reviewed and that plans were on target. It was agreed that P Godden would report back on an exception basis and that this would form part of the normal Summary of Recent Inspection Reports presented to each Committee.

In relation to the PEEL – Police Efficiency 2015 report members queried reference to the Force's current workforce model cannot be sustained beyond 2017/18. It was agreed a presentation on the workforce model will be given at the next JIAC.

With regard to the recommendations following the Information Commissioner's Officer (ICO) – Findings from ICO audits and follow-up reviews of police forces inspection, Members queried

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how do findings of this nature feedback into the work of Internal Audit. DJ agreed to consider how this would fit within the Internal Audit Plan.

- RESOLVED:
- (i) that the information be noted;
 - (ii) P Godden would include in the standard Summary of Recent Inspection Reports paper any necessary reporting where actions had not been completed.
 - (iii) Members to receive a presentation on a revised workforce model in early 2016.
 - (iv) DJ to consider how findings following inspections fit within the Internal Audit Plan.

97. TREASURY MANAGEMENT PERFORMANCE TO 30 SEPTEMBER 2015

In accordance with CIPFA's Code of Practice on Treasury Management and the Strategy of the PCC, the mid-year performance report detailing the Treasury Management Performance to 30 September 2015 was submitted.

RESOLVED: that the information be noted.

98. MEETING DATES 2016

M Tait advised that the timings for the 2016 meeting dates are currently being considered and once confirmed would be circulated to all concerned.

RESOLVED: that the information be noted.

99. EXCLUSION OF THE PRESS AND PUBLIC – EXEMPT BUSINESS

RESOLVED: That the press and public be excluded from the meeting during consideration of the remaining business in accordance with the indicated paragraphs of Schedule 12A to the Local Government Act 1972.

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