



JOINT INDEPENDENT AUDIT COMMITTEE

**MONDAY, 20 JUNE 2016
AT 2:00 PM**

**MEETING HELD IN
MEETING ROOM 2
NEWCASTLE CITY CENTRE POLICE STATION**

MINUTES AND ACTIONS

PRESENT:

Members: J Cooke (Chair), N Mundy (Vice Chair), P Wood, K Amlani, P Angier

Officers:

M Tait	• Joint Chief Finance Officer
E Snaith	• Chief Executive of Police and Crime Commissioner
W Keenan	• Deputy Chief Constable
P Godden	• Head of Corporate Development
I McCulloch	• Deputy Head of Finance

Invitees:

C Waddell	• Partner, Mazars
D Johnson	• Chief Internal Auditor, Gateshead Council
R Bowmaker	• Auditor, Gateshead Council
C Oakes	• Chief Internal Auditor, Gateshead Council
G Dickson	• Accountant, Northumbria Police

119. INTRODUCTION

J Cooke opened the meeting.

120. DECLARATION OF INTEREST

- C Waddell (Mazars) declared an interest in item 11 Public Sector Audit Appointments

121. MINUTES OF JOINT INDEPENDENT AUDIT COMMITTEE 22 FEBRUARY 2016

An amendment was requested and the line now reads:

- P Wood Retired : Non-Executive Director of North East Ambulance Service

The minutes of the Joint Independent Audit Committee held on the 22 February 2016 were agreed.

RESOLVED - The minutes of the meeting held on the 22 February 2016 were agreed as a true and accurate record.

122. ACTION LIST FOR FUTURE MEETINGS

- a) Review of terms of reference see agenda item 9
- b) Staff survey – On this agenda

- c) The presentation of the workforce plan - carried over to the next meeting
- d) Inspection reports - D Johnson responded that they are considered as part of the audit plan: RESOLVED
- e) Strategic Risk Management: RESOLVED

123. ANNUAL GOVERNANCE STATEMENT 2015/16

i. Senior Managers' Assurance Statements

Report of the Joint Chief Finance Officer and Chief Internal Auditor
To inform the Committee of the assurance which the Chief Executive to the PCC and Force managers have placed on their control systems to feed into the Annual Governance Statement for 2015/16.

RESOLVED – (i) The Committee noted the assurances provided by senior managers.

(ii) Some bullet points would be provided as to how wider assurances are sought during the audit process for senior manager assurance.

ACTION – Internal Audit to provide further bullet points of how wider assurance is sought during the audit process for senior manager assurance.

ii. Review of the Effectiveness of Internal Audit 2015/16

Report of the Joint Chief Finance Officer and Chief Internal Auditor
To ask the Committee to review the effectiveness of the system of Internal Audit for 2015/16

RESOLVED - The Committee endorsed the opinion that the PCC and Chief Constable's system of internal audit is operating effectively.

iii. Internal Audit Annual Report 2015/16

Report of the Chief Internal Auditor
To inform the Committee about work undertaken by the Internal Audit Service during 2015/16 and to give an overall assessment and independent opinion on the effectiveness of both the Police and Crime Commissioner (PCC) and Chief Constable's internal control systems, risk management and governance arrangements to feed into the Annual Governance Statements for 2015/16.

Members asked: do we have assurance that there are processes in place to move those identified as "satisfactory" onto "operating well". E Snaith advised that OPCC were looking at those identified as satisfactory and in particular what needs to be done to move these on to the next level.

RESOLVED - The Committee noted the findings set out in the report.

iv. Corporate Risk Management – Annual Report

Report of Head of Corporate Development
To provide an overview on the management of strategic risk as contained within the Police and Crime Commissioner (PCC) and Chief Constable's Joint Strategic Risk Register.

RESOLVED – Members noted the contents of the report.

v. Performance and Data Quality Assurance – Annual Report

Report of Head of Corporate Development
The report provided an overview of the arrangements in place for performance management and data quality.

RESOLVED - Members noted the contents of the report.

vi. Self-Assessment of the Chief Finance Officer

Report of Joint Chief Finance Officer

A self-assessment that best practice financial governance arrangements have been in place during the financial year 2015/16 has been completed by the Chief Finance Officer for the purposes of the Annual Governance Statement in accordance with the CIPFA Statement on the Role of the Chief Financial Officer of the Police and Crime Commissioner and the Chief Finance Officer of the Chief Constable (2014).

RESOLVED - Members noted the contents of the report and endorsed the statement in support of the Annual Governance Statement.

vii. Other Assurance

Report of Joint Chief Finance Officer

The report set out the other assurance work completed to support the review of the Annual Governance Statement.

J Cooke offered further congratulations on 100% clean sheet and asked with regards to Fraud and corruption this means that there really have been no issues at all, e.g. employee expenses.

M Tait confirmed that there have been no instances classified as fraud & corruption.

RESOLVED - Members noted the contents of the report and the other assurance work completed to support the review of the Annual Governance Statement.

124. SUMMARY OF RECENT EXTERNAL INSPECTION REPORTS

Report of the Head of Corporate Development

To provide members with details of recent external inspection reports and an overview of the process in place to manage the Force's response to inspection recommendations and findings.

J Cooke commented that the risk register was a critical document and requested that the members were provided with an electronic copy.

RESOLVED - (i) Members noted the recent inspection reports

(ii) P Godden to provide the electronic copy of the strategic risk register and detailed amendment log.

ACTION - P Godden to provide an electronic copy of the strategic risk register and detailed amendment log.

125. JOINT STRATEGIC RISK REPORT JUNE 2016

Report of the Head of Corporate Development

To provide an update on the management of strategic risk as contained within the Police and Crime Commissioner (PCC) and Chief Constable's Joint Strategic Risk Register.

RESOLVED - Members noted the contents of the report and the overview of the joint strategic risk register.

126. EXTERNAL AUDIT – MAZARS AUDIT PROGRESS REPORT

Report of Auditor Mazars

Update on the progress in delivering responsibilities as external auditors and highlight key emerging national issues.

RESOLVED - Members noted the contents of the report

127. TERMS OF REFERENCE

Report of the Joint Chief Finance Officer

To update the Committee on the process to review of the Terms of Reference.

J Cooke requested that the Terms of Reference are sent to the Chief Constable and the Police and Crime Commissioner for their consideration.

RESOLVED - The terms of Reference are sent to the Chief Constable and the Police and Crime Commissioner for their consideration.

128. DELIVERING GOOD GOVERNANCE IN LOCAL GOVERNMENT: FRAMEWORK 2016

Report of the Joint Chief Finance Officer

To advise the Committee that a revised Governance Framework for Policing Bodies applicable from 1 April 2016 will be published later this month. When it is we will provide the Committee with an analysis of any changes and recommendations to comply with the Framework where applicable.

I McCulloch introduced a report that advised the committee about the introduction of a new Governance Framework later this month, and that an analysis of any changes, including a recommendation to apply with the framework that will be brought to the next meeting.

RESOLVED - Members noted the contents of the report.

129. PUBLIC SECTOR AUDIT APPOINTMENTS

Report of the Joint Chief Finance Officer

To advise the Committee of new arrangements to appoint local external auditors, the options available to comply and the deadline for appointment.

Mr Waddell left the room

I McCulloch presented a report that advised the Committee of new arrangements to appoint External Auditors. The options available to comply and the deadlines for appointment

RESOLVED - Members noted the contents of the report.

130. EXCLUSION OF THE PRESS AND PUBLIC – EXEMPT BUSINESS

The Committee is asked to pass a resolution to exclude the press and public from the meeting during consideration of the following items on the grounds indicated.

RESOLVED - The press and public were excluded from the meeting during the consideration of the remaining business in accordance of Paragraph 7 of Schedule 12A to the Local Government Act 1972