

JOINT INDEPENDENT AUDIT COMMITTEE

**MONDAY 27 FEBRUARY 2017
AT 2:00 PM**

**MEETING HELD IN
MEETING ROOM 3
NEWCASTLE CITY CENTRE POLICE STATION**

MINUTES AND ACTIONS

PRESENT:

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

Officers: M Tait Joint Chief Finance Officer
E Snaith Chief Executive, Police and Crime Commissioner
W Keenan Deputy Chief Constable

Invitees: C Waddell Partner, Mazars
J Wright Internal Audit Manager, Gateshead Council
J Dafter Partner, Mazars
C Morton Treasury and Performance Accountant
N Hawkins Corporate Development Manager
K Laing Head of Finance

Apologies: P Godden Head of Corporate Development

171 INTRODUCTION

J Cooke opened the meeting. Mr N Hawkins (Corporate Development Manager) offered apologies for Mr P Godden (Head of Corporate Development)

172 DECLARATION OF INTEREST.

N Mundy declared that as Chair of the South Tyneside Hospital Trust, he was working with Northumbria Police on issues surrounding the storage of human tissues. Members **NOTED** this.

173 MINUTES OF JOINT INDEPENDENT AUDIT COMMITTEE 5 DECEMBER 2016

RESOLVED - The minutes of the meeting held on the 5 December 2016 were **AGREED** as a true and accurate record.

174 ACTION LIST FOR FUTURE MEETINGS

4a, 4d – the Chair acknowledged that both the Strategic Risk Register and Audit Plan would be discussed as separate agenda items (items 7 and 11 respectively).

4b Appointment of External Auditors.

M Tait (Joint Chief Finance Officer) provided an update regarding the appointment of external auditors. He advised that the Commissioner and Chief Constable had signed up to the Public Sector Audit Appointments process.

4c Follingsby – Firearms Facility, following a brief discussion it was **AGREED** that a future meeting of the Group would be scheduled to be held at the Follingsby, Firearms Facility.

Members **AGREED** to receive a ‘Stop and Search’ inspection report at the next meeting.

Members **AGREED** to receive a short workshop that will assist Members understand Treasury matters.

RESOLVED – Members **NOTED** these updates.

175 AUDIT STRATEGY MEMORANDUM: PCC

C Waddell (Mazars) provided members with an update which included covering areas such as:

- The format and scope of the audit for 2016/17
- On-going discussions with LGPS regarding speeding up the process for obtaining the relevant Pension Fund confirmations and
- Advising members of a National Audit Office report.

The Chair requested Mr Waddell provide him with a link to the National Audit Office report.

RESOLVED - Members **NOTED** this update.

176 AUDIT STRATEGY MEMORANDUM: CHIEF CONSTABLE

C Wadell (Mazars) provided members with an update including:

- Confirming the fees and independence for 2016/17;
- Value for Money (VFM) risks

RESOLVED - Following a brief discussion, Members **NOTED** this update.

177 STRATEGIC RISK MANAGEMENT

N Hawkins presented a previously circulated report of which the key points of note include:

Changes to the Register

- Risk 1 – Failure to produce an acceptable Police and Crime Plan. The Plan is expected to be presented to the Police and Crime Panel meeting of 28 February 2017. Therefore the likelihood rating has changed to very low (1) and the impact to medium (3)
- Risk 11 – Failure to have sufficient appropriate adults to support those detained in custody. The likelihood rating has changed from high (4) to medium (3) as a plan is in place to develop a trained volunteer service with Sunderland University. Provision has been agreed to provide trained appropriate adults on a 24 hour basis via a call out system. Training and implementation of the scheme funded by the OPCC will be delivered in February.

- Risk 33 – The loss or inappropriate disclosure of sensitive data. This has been reviewed following the loss of data event previously presented to the Committee. Due to the controls put in place the likelihood of reoccurrence has been assessed as very low (1), impact has been reassessed as high (4) from medium (3).

New Risks

- Risk 12 – Severe delays in digital forensic examinations, likelihood has been assessed as very high (5) and impact (4).
- Risk 13 – Failure to achieve ISO/IEC 17025 accreditation for digital device accreditation, likelihood has been assessed as high (4) and impact as medium (3).

W Keenan (Deputy Chief Constable provided an update to members regarding crime recording. He stated that following a thorough inspection the force operates at a compliance of 92.7% which is an improvement on the previous compliance level of 72%, though the highlighted it still under the 95% (Good rating). He went on to say that an action plan has been implemented to achieve this target rating.

M Tait advised members that Risk 24 remained unchanged but would be amended by the end of the financial year.

The Chair requested an executive summary regarding the Annual Staff Survey be presented at the next meeting of the Group.

RESOLVED: Following a detailed discussion, Members **AGREED** to receive an update on the Staff Survey at the next meeting of the Group and **NOTED** the updates presented on the Risk Register.

178 SUMMARY OF RECENT EXTERNAL INSPECTION REPORTS

N Hawkins presented a previously circulated report relating to the most recent HMIC inspections. The 3 reports identified with ratings were:

- PEEL Legitimacy 2016 – Northumbria Police rating ‘Good’
- PEEL Police Leadership 2016 – there were no national ratings provided in this area.
- Crime Data Integrity Inspection 2016 – Northumbria Police rating ‘Requires improvement’.

RESOLVED – Following a discussion members **NOTED** this update and **AGREED** to receive a ‘Stop and Search’ inspection report at the next meeting of the Group.

179 TREASURY MANAGEMENT STATEMENT

K Laing (Head of Finance) presented a previously circulated report which outlined the latest Treasury Strategy and Policy.

RESOLVED: Following a discussion Members **NOTED** this update and **AGREED** to receive a short workshop that will assist Members understand Treasury matters.

180 ANNUAL GOVERNANCE REVIEW – ASSURANCE FRAMEWORK 2016/2017

K Laing presented a previously circulated report that set out the annual Governance statement assurance framework for both the Police and Crime Commissioner and Chief Constable.

RESOLVED: Following a discussion Members **AGREED** the Annual Governance Statement assurance framework and to receive a further report at the next meeting. Members also **AGREED** to receive a follow up report from the Internal Audit Manager regarding the lost data event.

181 INTERNAL AUDIT STRATEGY STATEMENT 2017 – 2020 AND ANNUAL PLAN 2017 – 2018

J Wright (Internal Audit Manager) presented a report that set out the internal audit strategy (2017-2020) and Annual Plan. Members discussed the report.

RESOLVED – Members **NOTED** the report and **AGREED** to receive quarterly update reports.

182 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 ground 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.