

POLICE AND CRIME COMMISSIONER FOR WILTSHIRE AND CHIEF CONSTABLE OF WILTSHIRE POLICE

MINUTES of the INDEPENDENT AUDIT COMMITTEE held at Police HQ, Devizes, on 23rd March 2015

PRESENT: Mr K Bellamy, Mr W Fishlock (Chairman), Mr P Hall, Mr D Line, Mr R McMillan.

IN ATTENDANCE: The Police and Crime Commissioner, Chief Constable P Geenty, Mr C Barker, Mr S Cooper, Ms A Walling (Grant Thornton), Mr C Rockey (Grant Thornton), Mr A Townsend (Internal Audit).

PART I: Items to be considered whilst the meeting is open to the public

1 Appointment of Chairman and Deputy Chairman

Resolved:

To appoint Mr Fishlock Chairman of the Committee for the meeting.

To appoint Mr Hall as Chairman and Mr Bellamy as Deputy Chairman for the meeting of the Committee on 26th June 2015.

2 Apologies There were no apologies for absence.

3 Declarations of Interest There were no declarations of interest

4 Minutes of the Independent Audit Committee Meeting held on 19 December 2014 The Committee asked for an update on the progress being made with the establishment of the Police Pensions Board. The Chief Finance Officer said that the Chief Finance Officer for Gloucestershire is leading on this. The advertisement for applications for members of the Board had not yet been issued but further information on this would be sought.

Resolved:

To approve the minutes of the meeting of the Independent Audit Committee held on 19th December 2014.

To ensure that members of the Committee are notified when the advertisement for appointing members of the Police Pensions Board is published.

5 Outstanding Actions A report by the Chief Executive was circulated. The outstanding actions had either been closed or would be dealt with at the meeting.

Resolved:

To note the report.

6 Committee Terms of Reference The Committee raised no matters in respect of the Terms of Reference.

7 Risk registers The OPCC and Corporate Force risk registers were circulated. Turning first to the Force risk register, the Committee commented on the following;

Unsupported Operating Systems – The Committee asked for reassurance that this has been resolved to ensure that Wiltshire Police access is not removed from national systems. The Force confirmed it expected this issue to be resolved by the

end of June 2015.

Information Security (Protective Monitoring) – The Committee asked about the increase in the risk score. The reason for this is that additional IT resource is needed to support this area of the business.

The Committee identified that several risks had been removed from the risk register. The Force said that this is the result of a review and update of its risk register. A summary of why the risks had been removed from the risk register would be provided to the Committee.

As to the OPCC risk register the Committee asked why the risk scores for the *collaboration arrangements* are in red. The Committee was informed that this should not be regarded as an indication that the proposed collaboration arrangements are not progressing. The Heads of Terms for the Strategic Alliance with Avon and Somerset have been signed. The scores reflect uncertainties over the two Chief Constables, and the work that is needed to set up and implement collaboration arrangements.

Integrity – The increase in the score reflects the fact that there is more scrutiny of the OPCC and the Force. The Commissioner said he is happy with the way integrity issues are being managed.

Resolved:

To note the OPCC and force risk registers.

To request a summary of why risks have been removed from the Force's risk register.

To provide the Committee with a timeline for embedding collaborations.

To send the Heads of Terms for the Strategic Alliance with Avon and Somerset to members of the Committee.

- 8 **Internal Audit: Summary Internal Audit Progress Report** A report from the Internal Auditor was circulated.

Resolved:

To note the report.

- 9 **Internal Audit Annual Plan 2015 / 2016** A report by the Internal Auditor was circulated. The Committee asked whether the plan had been compiled with regard to the risk registers. It was confirmed that this was the case.

The report said that the Committee should determine the number of audit days but the Committee expressed the view that this is a matter for the Commissioner and Chief Constable.

The Committee said that in view of the importance of the change programme coming out of the proposed new collaborations consideration should be given towards the end of the year as to whether an audit of collaborations should take place. There will be an audit of the collaboration work with Wiltshire Council.

The Committee suggested that the proposed review of HR management should have a more strategic focus.

The Committee raised one point on the Internal Auditor's methodology. If an audit is commenced and it becomes clear at an early stage that there will be sufficient assurance the audit should not proceed and the allocated days should be used elsewhere. The Internal Auditor confirmed that where appropriate this is what

happens.

Resolved:

To note the report.

10 Introduction to new engagement lead for the External Auditor

The new engagement lead from Grant Thornton, Alex Walling, introduced herself to the Committee.

- 11 External Audit Update** A report by the External Auditor was circulated. Two points were drawn to the Committee's attention. The first is the bringing forward of the annual closure date for the accounts and, secondly, the proposed regional collaborations would have an impact on the presentation of the accounts.

Resolved:

To note the report.

- 12 South West Police Procurement Department** An audit report by Devon & Cornwall's internal audit service was circulated. The Chief Finance Officer introduced the work of the South West Procurement Department and said that the intention is that there should be one procurement team for all five forces in the region.

Resolved:

To note the report.

- 13 Preparing for the HMIC Peel Inspection 2015** The Force updated the Committee on the 2015 PEEL (Police Efficiency Effective Legitimacy) inspection by HMIC. All functions are inspected, and feedback is given on each element of the inspection. Forces are graded good, adequate, or poor. The Force said that PEEL inspections require a considerable amount of planning but in 2014 the Force achieved a 'good' grade.

The External Auditor confirmed it uses HMIC inspection reports in its value for money assessment.

Resolved:

To note the report

- 14 Urgent Items** The Committee was informed that the Audit Commission will close on 31 March 2015.

The Chair of the Committee thanked the Commissioner and Chief Constable for their contribution to the Committee and passed on his best wishes for the future.

15 Dates of Future Meetings

9.30 am on 26 June 2015 at Police HQ, Devizes

2 pm on 18 September 2015 at Bourne Hill Police Station, Salisbury

9.30 am on 18 December 2015 at Swindon Police Station, Gablecross

At this point the Commissioner, the Chief Constable, Mr Barker, and Mr Cooper left the meeting.

The members of the Committee met with both the Internal and External Auditors in a private discussion, which allowed the Committee to be assured of the good

working relationships between the Auditors and the Force and the Office of the Police and Crime Commissioner.