

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

Minutes of the INDEPENDENT AUDIT COMMITTEE

Held on 21 March 2017 at 2.00pm

at Police Headquarters, London Road, Devizes

Present: K Bellamy (Chairman), Ms C Baynes, Mr S Booth, Mr D Line, Mr R McMillan

In attendance: The Police and Crime Commissioner, Chief Constable Veale, Mr C Barker, Mrs C Filmore, Mr J Murray (Grant Thornton), Mr D Hill (SWAP)

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

1 Welcome

The Chairman welcomed Mr Booth to his first meeting as a full member of the Committee.

2 Apologies

None

3 Declarations of Interest

There were no declarations of interest.

4 Minutes of the Independent Audit Committee meeting held on 28 November 2016

RESOLVED that the minutes of the meeting held on 28 November 2016 be approved.

5 Outstanding Actions

The following actions from 28 November 2016 were noted:

- i) Minute 6 – Tri Force
Noted that there had been costs incurred but also benefits derived from the work done on the collaboration and there were no additional costs to be pursued with A&S. A further report would be made to the Committee when benefits and savings were clear and the CFO was doing this for all partnerships the force was engaged in.
- ii) Minute 7 – Equalities Act
This would remain on the risk register until an action plan was provided although work was ongoing. A timeline would be provided at the next meeting.
- iii) Minute 15 – Staff survey

A pulse survey had just been completed and the results were awaited.

6. Commissioner and Chief Constable Updates

The Commissioner provided updates on the following matters:

- **Estates Update**

Work on producing the Estates Strategy was continuing. The Chief Constable would be presenting his operational requirements to the Commissioner's Monitoring Board on 27 March. It was expected that savings would be made from the estate going forwards.

- **Police and Crime Plan 2017 – 2021**

The Plan was received by the Police and Crime Panel at its meeting on 2 March. Information was provided on the themes raised during the consultation. There were no surprises from the comments received and the responses given explained what was being done to address the issues.

- **CPT Progress**

CPT was now up and running across the entire county of Wiltshire and in Swindon. Its implementation would now be evaluated.

- **Police and Crime Panel**

Since the last meeting of the Committee the Panel had met three times. The January meeting concentrated on the Medium Term Financial Strategy and the opening of the consultation on the draft Police and Crime Plan. The brief February meeting centred on the formal consideration of the PCC precept proposal and an update on the work of Horizon, the victims support service which is jointly funded by me and by the Force, was provided.

The March meeting considered the Performance report and risk register, the Police and Crime Plan, an update on the review of community policing and an update on Service Commissioning 2017/18 which provided information on the commissioning allocations to be made from the Community Safety Fund and the Victims Fund 2017/18. The Commissioner allocated resources from these funds to help deliver the Police and Crime Plan, reduce crime and improve community safety and also to discharge the responsibilities he had in relation to victims and restorative justice.

The Chief Constable updated the Committee on:

- **HMIC** – The final report in the annual inspection regime had now been published and the Force had been rated good in terms of its effectiveness. This was an excellent result and meant that the Force had achieved good ratings in all of HMIC's areas of inspection. Significant changes in areas such as public protection and safeguarding had been recognised and demonstrated dramatically the improvements, especially with regard to culture, made in the

last five years. The inspections were far more rigorous, formal and intrusive and inspectors were given unfettered access to all areas. There had been particular recognition for the way in which the Force treated its staff, particularly important given the pressures on resources which made the overall outcome even more significant. This also came at a time when there were many other distractions such as the high profile Sir Edward Heath investigation.

- Chief Constable's Leadership Events – senior staff had taken part in the events and sessions were now being held for all staff. Senior leaders had requested that everyone received the same message and so the CC had held events which set out the direction of travel in the Police and Crime Plan, providing clear and coherent approach for staff to follow. Force values were now understood and the CC expected a new common approach to culture and recognition of the commitment to the health and wellbeing of all staff. This came at a time when demand was high, complex and challenging, with greater scrutiny and increasing public expectation whilst resources were decreasing, making it increasingly important to value and retain people, protect the workforce so they could protect the communities. Better use of technology, equipment such as tasers and Body Worn Video Cameras would help to do this, providing better evidence, reducing complaints and increasing efficiency. Feedback from the sessions had been overwhelmingly positive. Members were invited to attend an event and to advise CF if they wished to do so.
- Trowbridge murder – this had tested Wiltshire's resources but the CC was very impressed with the way in which the force and the community had mobilised and worked together including excellent positive use of social media to prevent the spread of possible vigilantism.
- CPT progress – the final phase had been implemented in Swindon in November and CPT was now operational across all of Wiltshire and Swindon. Members were invited to visit the new CPT area at Gablecross which was a world class facility. Teams were all working closely together in one geographically based team and evaluation would begin shortly of the outcomes.
- CID – an Investigative Model Review was being undertaken of CID and Public Protection with a view to increasing efficiency and outcomes and making savings whilst aligning skills with needs.
- Whilst it was acknowledged that the feedback from staff at the leadership events was positive, it was asked how this fed back via the staff surveys as only 57% had responded. It was felt that those who were unhappy would respond and whilst better formal engagement would be preferred, the overall response rate was statistically good and having now met all the staff, the CC was confident that the current pulse survey would reflect the excellent feedback he had received. Front line officers would be encouraged and reminded to return their surveys. Other methods of survey were discussed all of which had varying levels of success.

7. Police and Crime Plan 2017 - 21

The Committee received the Police and Crime Plan and noted that performance

would continue to be regularly reviewed against the Plan.

8. HMIC PEEL Efficiency Report

See Chief Constable's update above.

9. OPCC Risk Register

The OPCC Risk Register was received.

Further detail was requested in future reports as to which risks were removed and why.

An update would be provided at the next meeting on progress with the risk pertaining to the Equality Act.

Noted that Risk 25 (failure of the funding formula to review to provide additional resources to Wiltshire) remained but that the PCC continued to lobby hard for a fairer settlement for Wiltshire and had recently met with the Minister to present the case.

The Committee felt that there was sometimes a lack of commitment to meeting deadlines set and asked that these be reinforced in future. Noted that the register would be revised following the new Police and Crime Plan and it was requested that consideration be given to removing residual risks to later in the paper, so as to allow more focus on those with higher scores or growing scores.

10. South West Police Officers Pensions Board Interim Audit Report

Devon and Cornwall, Dorset, Wiltshire, Avon and Somerset and Gloucestershire Forces had formed one pensions board which was administered by Gloucestershire. The audit was designed to provide assurance to scheme managers that the new Force governance arrangements were appropriate for the new legislation introduced in April 2015, but only partial assurance had been given. Many of the issues were due to administration and an action plan had been developed to improve the situation. A further audit report would be presented to the Committee in September. It was suggested the risk should appear in the Force risk register although the impact would be low.

11. South West Audit Partnership (Internal Audit): Quarter 4 Progress Report

A report by the Internal Auditor was received.

It was noted that there was one partial assurance audit for the period. This related to Control of Ammunition/Guns/Tasers and this was a separate item on the agenda.

RESOLVED that the SWAP report be noted.

12. South West Audit Partnership – Outstanding Audit Recommendations

It was noted it was difficult to meet the target of final reports to be produced within

10 working days and so it would be reviewed. Noted this was a SWAP target used for all organisations but may be more difficult to achieve in a police force with rest days and shift systems in place. SWAP would put forward suggestions for future reports. Noted that the completion of the HR files audit recommendations was still outstanding and CB would investigate why this was.

RESOLVED that the report be noted.

13. SWAP – Control of Ammunition and Firearms Report

Noted that this item would be considered under Part 2 of the agenda.

14. SWAP Internal Audit Plan 2017/18

The internal audit plan was received and it was noted that it may change as the year progressed. The Committee was asked to submit any items it may wish to see included in the Plan by the end of the week.

15. Grant Thornton External Audit – Joint Audit Plan

A report by the external auditor was circulated. The Committee noted the audit approach to be followed. Steps had already been taken to plan a new timetable for financial reporting for when the legislation changed and the format of the income and expenditure information would also be different. VFM continued to be an important issue.

RESOLVED that the plan be noted.

16. Grant Thornton Audit Update

The Committee noted the work of Grant Thornton to date and its attention was drawn to police sector accounting and other issues by the external auditor, including the implications of the Police and Crime Act 2017, The Home Affairs Committee inquiry into policing for the future: changing demands and new challenges, changes to the 2016/17 CIPFA Code, delivering good governance and various publications of interest.

RESOLVED that the report be noted.

17. Independent Audit Committee Self-Assessment 2016

It was noted that the Committee had met in private on 27 January 2017 and that the outcomes of the discussion would be circulated and progressed.

18. Date of Next Meeting

Thursday 15 June 2017 at 2.00pm at Police HQ.

PART II: Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

19. Exclusion of the Public

RESOLVED that

In accordance with Standing Order 6 of the Committee's Standing Orders to exclude the public from the meeting for the business specified in Items 20 and 21 below because it is likely that if a member of the public were present there would be disclosure to them of exempt information as defined in paragraphs 3 (*Information relating to the financial or business affairs of any particular person (including the PCC or CC if it holds that information)*) and 4 (*Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority*) of Appendix 2 of the Committee's Standing Orders.


20. SWAP - Control of Ammunition and Firearms Report

The report from SWAP was received and the actions proposed noted. A verbal update on progress made would be given at the June meeting.

21. Force Risk Register

The Committee noted that no risks had been removed from the risk register, two had been added and the position with regard to the three risks where there had been a significant change in risk scores was noted.

The meeting commenced at 14.00
and concluded at 16:15



Chairman