



**Lancashire
Constabulary**
police and communities together

JOINT AUDIT COMMITTEE

**MONDAY 15 JUNE 2015 AT 1.30 PM
IN THE HENRY BOLINGBROKE ROOM (FORMER CABINET ROOM
D), COUNTY HALL, PRESTON**

MINUTES

PRESENT

Mr Clive Portman (Chair)

Mr Stephen Dobson
Mr David Jones
Ms Karol Sanderson
Mr Russell Weaver

IN ATTENDANCE

Mrs A Harrison	Director, Office of the Police and Crime Commissioner
Mr I Cosh	Chief Finance Officer, Lancashire Constabulary
Mr S Freeman	Chief Finance Officer, Office of the Police and Crime Commissioner
Mrs R Lowry	Audit Manager, Internal Audit
Mr M Thomas	Engagement Lead, External Audit

SECRETARIAT

Mr I Dickinson	Standards and Governance Officer, Office of the Police and Crime Commissioner
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CONSTITUTIONAL MATTERS

Members were invited to review the Joint Audit Committee's (JAC) Membership, revised Terms of Reference and Forward Plan.

15/01 RESOLVED: - That,

1. the Membership and Terms of Reference of the Joint Committee be noted
2. the Police and Crime Commissioner and Chief Constable be recommended to approve the Terms of Reference,
3. the forward plan be noted

DISCLOSURE OF MEMBERS INTEREST

No declarations of interest were made.

MINUTES OF THE MEETING HELD ON 2 MARCH 2015

15/02 RESOLVED: - That the Minutes of the meeting held on 2 March 2015 be confirmed and signed by the Chair.

AUDIT COMMITTEE ANNUAL REPORT

The Committee considered the annual report of the Joint Audit Committee. The report provided an overview of the role and function of the Committee and how it had supported the effective discharge of business. It was noted that the Committee's contribution was through the provision of advice and guidance in accordance with good governance principles and provides a focus on audit assurance, governance, internal control and the risk management process.

15/03 RESOLVED:- That the Annual Report be presented to the Police & Crime Commissioner and the Chief Constable for approval.

ANNUAL GOVERNANCE STATEMENTS 2014/15 – CONSTABULARY

The Committee received a report on the Constabulary's Annual Governance Statement for 2014/15. This was the Constabulary's third individual Annual Governance Statement under the new governance structure, although a similar process had been adopted as per the previous Police Authority structure. The statement provided a level of assurance underpinned by good governance principles.

15/04 RESOLVED: The Committee considered the Constabulary's Annual Governance Statement and agreed that this provided evidence of a sound governance regime.

ANNUAL GOVERNANCE STATEMENT 2014/15 – OFFICE OF THE POLICE AND CRIME COMMISSIONER

The Police and Crime Commissioner's Chief Finance Officer presented a report on the Police and Crime Commissioner's Annual Governance Statement for 2014/15 to the Committee. This was the Police and Crime Commissioner's third individual Annual Governance Statement under the new regime. The PCC's CFO identified the financial pressures facing the PCC and the Constabulary as the main focus for the forthcoming year.

15/05 RESOLVED: The Committee considered the Constabulary's Annual Governance Statement and agreed that this provided evidence of a sound governance regime.

INTERNAL AUDIT ANNUAL REPORT 2014/15

The Audit Manager provided the committee with an update on the Annual Internal Audit Report for the period 1 April 2014 to 31 March 2015. Mrs Lowry informed the Committee that the overall opinion on the level of assurance is positive. The Audit Manager stated there was nothing of real significance to highlight and the Committee were advised that the update report shows a positive position for both the Office of the Police and Crime Commissioner and Lancashire Constabulary.

15/06 RESOLVED: - the committee noted the annual report.

INTERNAL AUDIT PLAN 2015/16

The Committee received a report setting out the plan of work to be undertaken by the joint internal audit service for the Police and Crime Commissioner and the Chief Constable for the 2015/16 financial year.

The plan amounted to a total resource of 200 audit days and is the same number of planned days for 2014/15.

The Audit Manager informed the Committee that the plan was intended to provide assurance to the Police and Crime Commissioner and the Chief Constable who were required to sign an Annual Governance Statement published with the financial statements.

As well as reviewing the financial systems the Committee noted that the proposed audit plan also allowed sufficient days for a number of operational reviews and for follow up work relating to previous reviews.

15/07 RESOLVED:- That the report be noted.

URGENT BUSINESS

No matters of urgent business were reported.

OUTWARD COMMUNICATION

The Committee was asked to consider if:-

- a) There were any key messages arising from the meeting which should be sent to:-
 - i) The press / public
 - ii) Local / regional / national bodies

- b) The Police and Crime Commissioner's / Constabulary's press / public relations teams should be asked to consider whether any consultation / research on any particular matters arising from the meeting should be undertaken.

15/08 RESOLVED:- The Committee agreed that no further action was necessary.

DATE OF NEXT MEETING

14/17 RESOLVED:- That it be noted that the next scheduled meeting of the Committee was due to be held at 1.30pm on Monday 21 September 2015.