



**Lancashire
Constabulary**
police and communities together

JOINT AUDIT AND ETHICS COMMITTEE

MONDAY 10 December 2018 AT 1:30PM

CABINET ROOM D, COUNTY HALL, PRESTON

MINUTES

PRESENT

Mr Clive Portman (Chair)

Ms Karol Sanderson

Mr David Jones

Mr R Weaver

IN ATTENDANCE

Mr I Cosh	Director of Resources, Lancashire Constabulary
Mr S Freeman	Chief Finance Officer, OPCC
Mr Gareth Winstanley	Grant Thornton
Mrs J Taylor	Audit Manager
Supt I Dawson	Lancashire Constabulary
Det Supt M Winstanley	Lancashire Constabulary
Mr A Brown	Lancashire Constabulary

Guest:

Chief Constable A Rhodes Lancashire Constabulary

1. Apologies for absence

Dr S Dobson Committee member

Mrs A Harrison OPCC (Mrs Harrison attended from 3.30)

2. Constitutional matters

Mr Freeman confirmed that Ms Sanderson had been offered the role of Chair of the Committee from 1st January 2019 following a recruitment process and has accepted the offer.

3. Disclosure of members' interests

Mr C Portman Chair of the North West Regional Police Pension Board

4. Presentation by Chief Constable

The Chief Constable gave a presentation covering the last 18 months and looking forward to future years.

Committee participated fully in the discussion that ensued.

The Chief Constable was thanked for his attendance and the presentation given.

5. Minutes of the meeting held on 10 September 2018

RESOLVED: Committee noted and agreed the minutes.

6. Matters arising

Revised DIP sampling protocol

Ms Sanderson confirmed that a constructive meeting had been held with the OPCC that generated a draft revised protocol to be shared with Constabulary's Professional Standards Department (PSD).

ACTION: Ian Dickinson (OPCC) to share the draft protocol with Det Supt Winstanley for review and comment

Procurement

Committee asked for a report from the Constabulary on the performance of the Procurement team.

An item is on the agenda for this issue.

Sergeant to Inspector promotion process

The papers for the process were requested for committee members from constabulary. Due to the sensitive nature of the documentation it could not be shared before the process.

ACTION: Ms Sanderson and Mr Jones will provide a report on the Sergeant to Inspector promotion process to the next meeting

7. External Audit – Update

Mr Winstanley presented an update report to the committee, he confirmed that the Audit Plan for the 2018/19 accounts was currently being finalised and would be shared with the committee at the next meeting.

Mr Winstanley highlighted a link available in the report to the HMICFRS 'VFM profiles' and encouraged members to visit the site.

Mr Brown confirmed that the Constabulary have produced some analysis of the VFM profiles.

ACTION: Mr Cosh to share the VFM profiles analysis with Committee.

RESOLVED: Committee noted the report

8. Internal Audit – Monitoring Report

Mrs Taylor reported on progress for the 2018/19 Internal Audit Plan identifying that at the end of November 91 Audit days have been completed.

A number of reviews of financial control systems have been completed and have received 'substantial assurance' outcomes.

The review of the process for the treatment of vulnerable people in custody has also been completed and also secured a substantial assurance result.

Mrs Taylor reported a proposed change to the Audit Plan in 2018/19 whereby the reviews of CCTV compliance for PCC Estate and the review of the Performance management framework are deferred to 2019/20. Some of the audit days allocated to these reviews have partly been used for the completed review of the Child Protection Case Audit Process and some of the remaining days will be used for consultancy support into the development of the Constabulary's audit and accreditation assurance framework

RESOLVED: Committee noted the report

9. DIP Sampling of complaints

This item was moved to Part 2 of the agenda due to the sensitive nature of data contained within it.

10. Ethics update - Constabulary

Det Supt Winstanley provided a verbal update on the position in respect of ethics compliance at Constabulary.

Det Supt Winstanley confirmed that the 'Tactical Ethics Committee' has been reviewed and a revised term of reference drafted.

ACTIONS: Det Supt Winstanley to share the revised terms of reference for the Tactical Ethic Committee with JAEC and discuss make-up of the Tactical Ethics Committee with Ms Sanderson

RESOLVED: Committee noted the report

11. Procurement

Mr Brown presented a report on the function and performance of the Constabulary's procurement team highlighting the delivery of a significant level of savings through contract negotiation, an increase in compliance with procurement process requirements in respect of contract spend and the delivery of a significant level of social value benefits through local spending.

RESOLVED: Committee noted the report.

12. Urgent Business

Public Sector Audit Appointments (PSAA) – Local Audit Quality Forum (LAQF)

Mr Portman reported that he (and Mr Freeman) had attended the forum on Monday 3rd December. A major theme of the day was the consideration of whether the concentration on the production of the statement of accounts focussing on technical issues was the 'best' use of audit time.

It was also discussed if the reduction in audit fees might have gone too far and that the audit could usefully be re-focused in line with the principles of public audit.

ACTION: Mr Portman to circulate a note to the committee on the day's main issues.

13. Outward Communication – none

14. Date of future meetings

All meetings will be at County Hall, Preston, commencing at 1.30 pm.

Monday 11 March 2019

PART II – PRIVATE AND CONFIDENTIAL

The following matters will be discussed in private as it involves the likely disclosure of exempt information as defined in the Freedom of Information Act 2000.

15. Chief Constable Risk Register

Mr Cosh presented the Constabulary risk register for consideration.

RESOLVED: Committee noted the report

16. OPCC Risk Register

Mr Freeman presented the OPCC risk register for consideration

RESOLVED: Committee noted the report

17. HMICFRS inspections update.

Supt Dawson presented an update report in respect of HMICFRS inspections.

RESOLVED: Committee noted the report

9. DIP Sampling report

Mr Weaver and Ms Sanderson presented a report on the sampling of complaints

RESOLVED: Committee noted the report

**A Harrison
Director**

Signed:

Date:

C Portman, Chairman Joint Audit and Ethics Committee