



**Lancashire
Constabulary**
police and communities together

JOINT AUDIT AND ETHICS COMMITTEE

**MONDAY 11 March 2019 AT 1:30PM
CABINET ROOM D, COUNTY HALL, PRESTON**

MINUTES

PRESENT

Ms Karol Sanderson (Chair)
Mr David Jones
Mr Russ Weaver
Dr Stephen Dobson

IN ATTENDANCE

Mrs A Harrison	Director, OPCC
Mr S Freeman	Chief Finance Officer, OPCC
Mrs J Taylor	Audit Manager, LCC
Supt I Dawson	Lancashire Constabulary
Det Supt M Winstanley	Lancashire Constabulary
Mr R Watkinson	Grant Thornton

1. Apologies for absence

Mr I Cosh	Director of Resources, Lancashire Constabulary
Mr R Baker	Grant Thornton
Mr G Winstanley	Grant Thornton

2. Constitutional matters

None

3. Disclosure of members' interests

None

4. Minutes of the meeting held on 11 March 2019

RESOLVED: Committee noted and agreed the minutes.

5. Matters arising

Revised DIP sampling protocol

The latest draft of the report will be shared with Committee Members and PSD and then brought formally to the next JAEC for consideration

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

PSAA Conference: Mr Portman's notes of the event have been shared with Committee including the information that 57% of Cipfa members reported to have been put under pressure to act unethically and 36% had undertaken the unethical action.

ACTION: SF to circulate the report from the event containing this information to members and a discussion of the report to take place and the next meeting

6. External Audit – Audit Plan 2018/19

Mr Watkinson presented the plan to the committee and confirmed that:

- There are no additional risks identified
- The materiality level for the audit is set at £6m
- For information the Grant Thornton Forensics team are working with the Home office
- The focus for the audit is areas of identified risk

RESOLVED: Committee noted the report

7. Internal Audit Plan 2019/20

Mrs Taylor presented the Internal Audit plan for 2019/20. The plan covers 220 days which is an increase of 20 compared to 2018/19.

RESOLVED: Committee noted the report

8. Internal Audit – Monitoring Report

Mrs Taylor reported on progress for the 2018/19 Internal Audit Plan identifying that 133.5 Audit days have been completed.

The committee welcomed the circulation of full audit reports prior to the meeting as a helpful addition to the review process.

RESOLVED: Committee noted the report

9. Joint Audit and Ethics Committee – Workplan 2019/20

"Committee members' reports" was added as a standing agenda item for future meetings.

Further discussion of the workplan and its contents will take place at the away day on 7th June 2019.

RESOLVED: Committee noted the report

10. DIP Sampling of complaints

The impact of the service recovery team in delivering improved performance statistics was noted.

Significant progress in reducing the backlog of appeals was reported and when it has been removed completely performance in respect of the time taken to complete current appeals will improve.

PSD are seeking to improve the feedback provided through 'lessons learned' from appeals, once the new sergeant is in place in the service recovery team they will pick up responsibility for this function.

DT Supt Winstanley reported that the OPCC will take responsibility for handling complaints from May 2019. This item was moved to Part 2 of the agenda due to the sensitive nature of data contained within it.

RESOLVED: Committee noted the report

11. Review of the promotion process

Mr Jones reported on the promotion process that members of the committee have recently observed with no major concerns identified. Committee expressed interest in visiting the OD department to discuss promotion process and link to CPD/PDR process.

RESOLVED: Committee noted the report

12. Committee membership

Mr Freeman reported that 5 candidates will be interviewed in early April.

Any successful candidate will be invited to the members' away day on 7th June.

RESOLVED: Committee noted the report.

13. Urgent Business

None

14. Outward Communication – none

15. Date of future meetings

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

Friday 7th June, Members away day, The Exchange, 4th Floor County Hall

Monday 24th June 2019

Monday 9th September 2019

Monday 9th December 2019

Monday 9th March 2020

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.

16. HMICFRS inspections update.

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

ACTIONS: Supt Dawson to circulate ICO audit findings to committee

Supt Dawson to report back to committee on the changes in grading for CP and CDI inspections

RESOLVED: Committee noted the report

17. Tactical Ethics Committee - update

Det Supt Winstanley presented an update report in respect of the Tactical Ethics Committee. Committee was asked to let Det Supt Winstanley know of any issues they would like exploring at Tactical Ethics Committee

RESOLVED: Committee noted the report

**A Harrison
Director**

Signed:

Date:

K Sanderson, Chair, Joint Audit and Ethics Committee