



**Lancashire
Constabulary**
police and communities together

JOINT AUDIT AND ETHICS COMMITTEE

MONDAY 10 September 2018 AT 1:30PM

CABINET ROOM B, COUNTY HALL, PRESTON

MINUTES

PRESENT

Mr Clive Portman (Chair)

Ms Karol Sanderson

Mr David Jones

Dr Stephen Dobson

IN ATTENDANCE

Mr I Cosh	Director of Resources, Lancashire Constabulary
Mr S Freeman	Chief Finance Officer, OPCC
Mr R Baker	Grant Thornton
Mr Gareth Winstanley	Grant Thornton
Mrs J Taylor	Audit Manager
Supt I Dawson	Lancashire Constabulary
DCI J Webb	Lancashire Constabulary

Guests:

Amanda Rowe	IOPC
Andy Riley	IOPC

1. Apologies for absence

Mr R Weaver	Committee member
Mrs A Harrison	OPCC

2. Constitutional matters

None

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 his apologies as he was unable to attend the meeting.

ACTION: Mr Freeman to contact the office of the Chief Constable to invite Mr Rhodes to the next meeting of the committee.

5. Presentation by Amanda Rowe, Regional Director IOPC

Ms Rowe explained the form and functions of the IOPC and the relationship with PCC and Constabulary at the regional level.

The committee engaged in a question and answer session with the representatives of the IOPC.

Ms Rowe and Mr Riley left the meeting after the item

6. Minutes of the meeting held on 12 March 2018

RESOLVED: Committee noted and agreed the minutes.

7. Matters arising

Mr Freeman reported that the recruitment process for the next Chair of the Committee was underway.

Ms Sanderson updated the committee on progress towards a revised protocol for the examination of the complaints process. Ms Sanderson and Mr Weaver have met with Mr Ian Dickinson in the Office of the PCC to examine the revised protocol creating a proposal that will be shared with PSD, with the intention to report the revised protocol to the meeting of the committee in December

The savings delivered through the management of the procurement process is to be reported to the meeting of the committee in December.

ACTION: Constabulary to present a report on savings delivered through the Procurement process to the next meeting of the committee.

The committee noted that they had not been invited to a meeting of the Constabulary Tactical Ethics Committee.

ACTION: Constabulary to invite Ms Sanderson to the next Tactical Ethics Board

8. External Audit – Audit letter

9. External Audit – Audit Findings report

Mr Baker reported on items 8 and 9 together noting that the accounts were signed off by the PCC and the Chief Constable on 20th July, even earlier than the previous year. Mr Baker expressed his appreciation of the cooperation they have received from colleagues at the OPCC and the Constabulary.

The committee noted its thanks to all members of staff that have assisted in the production of the annual accounts.

Mr Baker also highlighted that the PCC and Chief Constable accounts were both provided with an unqualified opinion and a positive Value for Money opinion.

RESOLVED: Committee noted the reports

10. Internal Audit – Monitoring Report

Mrs Taylor reported on progress for the 2018/19 Internal Audit Plan. It is early in the year and a number of audits are under way and at this stage of the year no opinions have yet been completed.

RESOLVED: Committee noted the report

11. Sergeant promotion process

Mr Jones presented a report on the most recent sergeants promotion process observed by Mr Jones and Mr Weaver and was pleased to report that it was considered a much improved process compared to the previous year.

A report has been provided to DCC Gamblin to inform further refinements to the process in future.

ACTION: Mr Cosh to provide paperwork for the Sergeant to Inspector process to Ms Sanderson and Mr Jones before it commences

RESOLVED: Committee noted the report

12. DIP sampling of complaints report

Ms Sanderson provided Committee with a report on the management of complaints by the constabulary with a particular focus on cases that were over 12 months old. The report found performance to be generally good.

RESOLVED: Committee noted the report.

13. Constabulary Business Interests report

14. Constabulary Gifts and Hospitality report

DCI Webb reported on items 13 and 14 together and noted that the Business Interests policy under which the report is produced is considered quite 'prescriptive' and is being reviewed to consider if a conflict of interests policy should be developed to work alongside it.

RESOLVED: Committee noted the report

15. OPCC - Ethics plan update

Mr Freeman presented an update on the OPCC Ethics plan with no issues reported.

RESOLVED: Committee noted the report.

16. Urgent Business

Mr Portman presented a report on the Grant Thornton Audit Committee training event held on 12th July 2018.

RESOLVED: Committee noted the report.

17. Outward Communication – none

18. 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.

19. HMICFRS inspections update.

Supt Dawson presented an update report in respect of HMICFRS inspections and reported the new approach that constabulary are undertaking in respect of the inspection process.

RESOLVED: Committee noted the report

**A Harrison
Director**

Signed:

Date:

C Portman, Chairman Joint Audit and Ethics Committee