

Joint Audit Committee of the Police and Crime Commissioner for Bedfordshire and Bedfordshire Police

**Meeting of 29 September 2017
Held between 13.30 – 15:10**

Minutes

Present:

Jagtar Singh – Chair (JS)	Independent Committee Member
Wayne Brads (WB)	Independent Committee Member
Laura Cochrane (LC)	Independent Committee Member
Gita Raja (GR)	Independent Committee Member
Judit Seymour (JSM)	Independent Committee Member
Phil Wells (CFO)	Joint Chief Finance Officer for the Police and Crime Commissioner for Bedfordshire and Bedfordshire Police
Neil Harris (NH)	Ernst & Young
Carol Ryan (CR)	Ernst & Young
Mark Jones (MJ)	RSM
Garry Forsyth (GF)	Deputy Chief Constable
Clare Kelly (CK)	Chief of Staff (Interim), OPCC
Anna Akerman (AA)	Director of Policy, OPCC
Gavin Chambers (GC)	Beds Fire and Rescue
Pauline Gibbons (PG)	Minute taker

17/JAC/35	Apologies	ACTION
	<p>Apologies noted from:</p> <ul style="list-style-type: none"> - Suzanne Rowlett, RSM 	
17/JAC/36	<p>Minutes of the meeting held on 30 June 2017</p> <p>The minutes of the meeting of the Joint Audit Committee (JAC) held on 30 June 2017 were confirmed.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • The minutes of the meeting held on 30 June 2017 were 	

	confirmed.	
17/JAC/37	<p>Declarations of Interest</p> <p>There were no declarations of personal or prejudicial interests from members.</p>	
Part One – Not Restricted		
17/JAC/38	<p>External Audit</p> <p>The external auditors presented the Audit Results Report for the year ended 31 March 2017 for the Police and Crime Commissioner for Bedfordshire and the Chief Constable of Bedfordshire Police.</p> <p>The audit work is substantially completed and there are no new issues. The auditors are proposing an unqualified value for money conclusion. They stated that there is evidence of improvement in the Force’s performance outcomes against key performance trends and indicators within its Most Similar Force Group.</p> <p>The auditors stressed that the report reflects well on the Finance team who provided a good set of accounts and they passed on their appreciation to the team.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members noted the contents of the report. 	
17/JAC/39	<p>Internal Audit</p> <p>a) Progress against plan 2016/17</p> <p>The review of Complaints found that the Complaints Policy was being adhered to with only minor exceptions being noted. Areas for improvements, around the content of complaints reporting and a lack of a process for identifying lessons learnt, have been identified, which has resulted in a ‘reasonable assurance’ opinion from the auditors.</p> <p>The review of Major Crime (collaborative) resulted in a ‘reasonable assurance’ opinion from the auditors.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members noted the updates. <p>b) Progress on recommendations</p> <p>Eight internal audit recommendations have been completed since the last meeting in June 2017.</p> <p>Five recommendations remain from those reported to the Committee in June.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members are asked to consider and endorse the current 	

	status of the five remaining internal audit recommendations, as described in the report.	
17/JAC/40	<p>Force Overview and Collaboration Report</p> <p>It was noted that burglary dwelling crimes had risen by 48.9% in the period 01 Apr-31 Aug 2017 when compared to previous years. Whilst the majority of this is due to the fact that the counting rules have been changed by the Home Office so that burglary dwelling now includes aspects of burglary non-dwelling, such as sheds etc. The Police and Crime Commissioner is monitoring the work done by the Chief Constable on this.</p> <p>On-line crime (cybercrime) needs to be captured to show the work that the Force is doing.</p> <p>We are on track to deliver collaborative savings from areas such as JPS. HR and ICT will show savings over the next two years.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members note and consider the data and information provided in the report. 	
17/JAC/41	<p>Strategic Risk Register of the Police and Crime Commissioner for Bedfordshire</p> <p>A number of amendments have been made and were discussed.</p> <p>JS complimented CK on the quality of this report.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members note and consider the risks in the Strategic Risk Register of the Police and Crime Commissioner for Bedfordshire. 	
17/JAC/42	<p>Committee Effectiveness Report</p> <p>The Committee needs to consider and agree the evaluation of the Committee and in doing so consider:</p> <ul style="list-style-type: none"> • The need to produce an annual report for the Commissioner and Chief Constable; and • Whether access to wider Force governance boards is required by members. <p>The dates of board meetings will be circulated at each meeting and if any member would like to attend as an observer, this will be coordinated by PG.</p> <p>The annual meeting for members only with the auditors will take place immediately after the meeting in December.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That the Committee consider and agree the evaluation of the Committee. 	

	Part Two - Restricted	
17/JAC/43	**RESTRICTED**	
17/JAC/44	**RESTRICTED**	
16/JAC/45	<p>AOB</p> <p>Dates of the meetings for 2018 were proposed.</p> <p>Terms of Reference are to be discussed at the December meeting.</p> <p>The auditors asked that if the members required any audit training to let them know.</p>	
Date of next meeting	Friday 08 December 2017, 13:30 to 15:30. (13:00 pre-meet for members only.) The annual meeting for members only with the auditors will take place immediately after this meeting.	