



## JOINT AUDIT COMMITTEE

### APPROVED MINUTES

**Date:** 15 December 2016

**Time:** 10.30 hours

**Location:** Conference Room 1, Police Headquarters, Huntingdon

**Members :**

Nicola Scrivings	Chair
Mike Hindmarch	
James Morgan	
Nicola Mullany	
Simon Smith	

**In Attendance:**

Jason Ablewhite	Police and Crime Commissioner
Alec Wood	Chief Constable
Dorothy Gregson	Chief Executive, OPCC
Neil Harris	Ernst Young
Suzanne Lane	RSM
Mark Greenhalgh	Chief Inspector, Corporate Development
Nancy Leversha	Strategic Accountant, OPCC

#### 1. Welcome and Apologies

Nicola Scrivings welcomed everybody. Apologies were received from Niki Howard Director of Finance & Resources for the Constabulary, Josie Gowler Director of Finance for the OPCC, Dan Cooke Ernst & Young, Dan Harris RSM and Alan Baldwin Deputy Chief Constable.

Dorothy Gregson apologised on behalf of the two CFO's and stated it was an unfortunate event that neither CFO was available. Nicola Scrivings stated she was aware of the usual good attendance of both CFO's.

in the audit.

**Victim Satisfaction and Victim/Witness Care** - there were two low recommendations made. The members asked about the performance management issues that were reported in the summary. They were informed there are team pressures in the team that collects data and they must prioritise threat/risk and harm in operational policing. The committee were assured there is a flow of quantitative information but not the full portfolio of KPI's that we would wish for until resourcing issues have been resolved.

A discussion was held over data warehouses and Athena and prioritisation in ICT. It was suggested that Police 2025 vision is brought to a future JAC meeting so members can be informed of the direction of travel for national policing.

**Information Management** – this audit was conducted earlier in the year but took time to be finalised due to the unit being collaborated. There are five medium and three low recommendations and has reasonable assurance. The committee queried whether the action plan was agreed by the new Head as the owner was recorded as designate. They were informed that the plan is owned by the Head of Unit who was designate and is now formally recruited to post.

**Armed Policing Unit and Roads Policing Unit** – has three low recommendations and graded as substantial assurance.

**Collaborated Savings** – this audit was to look at the processes rather than assessing whether the savings were achievable. It was noted there has been a significant improvement in processes and challenge in the reporting of savings. The committee were pleased to see a clear methodology.

***Resolved:***

- (i) *The group noted the report.*
- (ii) *Police 2025 to be brought to future JAC.*

**6. Internal Audit Recommendations Progress Updates**

**Financial Recommendations** – there has been a full review of all outstanding recommendations from 2014 onwards and IA reports have been updated. All recommendations are now being tracked on a new Tri-Force reporting system. The recommendations will be tracked using HMIC status updates of 'complete', 'being progressed' or 'will not be progressed'.

The committee asked about 'Action Owner' and were assured these will be assigned to relevant Heads of Department. 'Action date' relates to the date entries were made on the system. They asked how late actions will be identified and were assured that a

looking forwards for three years looking at the robustness of plans and sustainability.

NH offered to share the NAO guidance on value for money.

The Policing and Crime Bill will make changes to the complaints process which will place more onus on PCCs. The legislation is to be enacted in January 2017 and anticipated to take effect in approximately 18 months' time. There is currently a pilot ongoing in Herts to understand the approach and the PCC is undertaking some dip sampling next week.

***Resolved:***

*(i) The group noted the report.*

*(ii) NH to share NAO guidance on value for money.*

*(iii) Circulate BCB paper on complaints processes to JAC members.*

**8. Operational Risk Register**

The Chief Constable presented the paper highlighting the red risks or where significant changes have occurred.

Risk 273 – relates to tri-force solutions not delivering outcomes in a timely manner, this is currently Amber and it was noted that Public Contact has been delayed and other collaborated business cases need to be delivered. There have been issues with recruitment in Procurement but it is anticipated that collaborating 7 Forces will mitigate the risk.

Risk 294 – relates to the lifespan of Parkside custody, from an operational perspective a lot of mitigation has been put in place alongside Home Office advice. Work continues to identify a location for new custody facilities and a solution to Parkside.

Risk 295 – risk of collaboration savings not being delivered for Cambs, the delay in Public Contact has been explained. The MTFP has a balanced budget for next year and we may need to utilise some reserves this year. The PCC is looking to realise underutilised assets and a capital receipt will be the last resort if nothing else is viable for the site.

Risk 297 – Beds, Cambs and Herts in different places regarding collaboration solutions, has moved from Red to Green. There was a consensus that this should be Amber and if there are any further significant developments JAC would be notified.

Risk 304 – relates to vetting unit non-compliance with College of Policing (CoP) guidance, a risk based approach is being taken and some additional resources are being invested in which will mitigate some issues. The CoP guidance is due to be published and the full implications are not yet known.

Risk 313 – relates to a monetary liability relating to claims made by historical undercover

*Committee.*

**10. Collaboration progress risk update**

T/Supt Nick Church Head of Change Portfolio Office provided an overview of ongoing Collaboration projects that are in progress. The collaboration programme risk management process aligns to the Force risk registers.

Operational Support Programme consists of:

**Public Contact** – potential anticipated implementation late 2018/early 2019 based on Athena implementation.

**Criminal Justice Phase 2** – anticipated implementation June 2017.

Both of these have a dependency upon Estates which could impact upon the implementation and savings.

**Custody** – shift pattern proposals have been agreed following a third consultation with staff. This will go live March 2017.

**ESMCP** – this is the replacement for Airwave. There is a risk around the mobile solutions as an enabler to Athena.

Organisational Support Programme consists of:

**HR** – there is a delay in the ERP system, in addition the volume of demand into HR has exceeded the business case model. The Head of HR is undertaking a review and impact assessment.

**Information Management** – all risks are low except one relating to management of residual PNC activity within Cams.

**ICT** – full structural collaboration anticipated Autumn 2017. Prioritisation of ICT projects is key particularly with national, regional and local demand for ICT resources.

**Finance/HR ERP** – this is on schedule and will be a key enabler.

**Estates** – dependencies on estates are being monitored by individual forces.

**Athena** – remains a Red risk due to delays in implementation. It is a cornerstone for Public Contact and has delayed this project until January 2018.

One risk relating to custody shift patterns has closed.

The committee asked whether any risks were due to new PCCs and new strategic alliances and partnerships. They were informed that all Chiefs and PCCs work professionally and well across the board and a large chunk of business is collaborated.

and Crime Panel.

**Resolved:**

- (i) *The group noted the report.*

**13. Realising the opportunities of the Police and Crime Bill**

A paper has been presented to the Fire Authority for agreement for a joint group to oversee a business case for collaborated working. The procurement tender has been agreed for an independent consultant to undertake. Any recommendations from this are likely to be for the PCC to implement.

There has been a clear direction of travel set by the Minister for Police and Fire and it is anticipated there are benefits to come from working closely together.

This will mean a change to the HMIC audit regime to include Fire.

Operationally the Chief Fire Officer would remain operationally autonomous and the PCC would hold them to account in much the same way as holding the Chief Constable to account.

The business case will suggest governance arrangements.

**Resolved:**

- (i) *The group noted the report and asked to be updated on any proposed change of governance in due course.*

**14. Devolution Update**

The first meeting of the shadow authority met on 14<sup>th</sup> December. The PCC is an observer at the authority, meaning he has a seat at the table with speaking rights.

A memorandum of understanding is being drafted and will be shared once complete.

Cambridgeshire will be the first two tier county in the Country to have a separate Mayor and PCC and will probably have a collaboration agreement for working together on community safety issues.

**Resolved:**

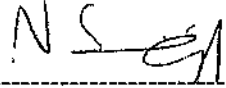
- (i) *The group noted the report and asked to be updated on any proposed change of governance in due course.*

**15. Treasury Management Mid-year review 2016/17**

The report is the mid-year report for 2016/17.

NOT PROTECTIVELY MARKED

Members are invited to attend from 10am for a pre-meet.

Handwritten signature of Nicola Scrivings in black ink, consisting of the letters 'N', 'S', and 'A' with a stylized flourish.

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Nicola Scrivings