



Independent Audit Committee

Meeting: Wednesday 11th September 2019 at 10.00am
Venue: Community Room, Exeter (Middlemoor) Fire Station, Sidmouth Road, Middlemoor, Exeter
EX2 7AP

AGENDA

1. Apologies for Absence

To record apologies for absence received from members.

2. Declarations of Interest, Equality and Health and Safety Obligations

To receive declarations by members of (a) personal interest [including their nature] and (b) prejudicial interests and to remind members of their responsibility to consider equality and health and safety in all of their decisions.

OPEN AGENDA ITEMS

3. Open Minute Items [FOIA - Open]

To confirm the minutes of the open items for the Independent Audit Committee meeting held on 23rd July 2019.

4. Open Items of Chair's Business [FOIA – Open]

To be presented by the Chair.

5. Budget Planning Process [FOIA – Open]

To present the budget planning process for the coming year.
To be presented by Neal Butterworth.

6. PCC Scrutiny Arrangements [FOIA – Open]

- a. Devon and Cornwall
- b. Dorset

To present the PCC scrutiny arrangements.
To be presented by (a) Nicola Allen and (b) Julie Strange.

7. Annual Governance Statement Timetable [FOIA – Open]

To present the timetable for the compilation of the Annual Governance Statement for the 2019/20.

To be presented by Karen James.

8. External Audit Quarterly Report [FOIA – Open]

To present an update of work of external audit over the last quarter.

To be presented by Alex Walling/Mark Bartlett.

9. 2018/19 Joint Annual Audit Letter [FOIA – Open]

a. Devon and Cornwall PCC and Chief Constable

b. Dorset PCC and Chief Constable

To present the Joint Annual Audit Letter.

To be presented by Alex Walling/Mark Bartlett.

10. Internal Audit Quarterly Update and Highlights [FOIA – Open]

To provide an update on the progress of the Internal Audit Plan over the last quarter.

To be presented by Rupert Bamberger/Laura Wicks.

11. National Fraud Initiative [FOIA – Open]

To present an update on National Fraud Initiative and findings.

To be presented by Karen James.

12. Update on Fraud and Corruption Investigations [FOIA – Open]

To provide an update on the number of Fraud and Corruption investigations that have taken place since the last committee.

To be presented by Karen James.

13. Update on Insurance Renewal [FOIA – Open]

To give an update on the insurance renewal.

To be presented by Karen James.

14. Force Protected Disclosure Policy [FOIA – Open]

To present the Force Protected Disclosure Policy for information and consideration.

To be presented by Pete Windle.

15. Value for Money Profiles 2017 [FOIA – Open]

To present the Value for Money Profiles.

To be presented by Neal Butterworth.

CLOSED AGENDA ITEMS

16. Closed Minute Items [FOIA – Closed (various)]

To confirm the minutes of the closed items for the Independent Audit Committee meeting held on 23rd July 2019.

17. Action Log [FOIA – Closed s.22]

To review the action log and receive updates for ongoing actions.

18. Items of Chair's Business [FOIA - Closed (various)]

To be presented by the Chair.

19. Ethics Arrangements [FOIA – Closed s.22]

To present a verbal update of the overview of the Ethics arrangements in Devon & Cornwall and Dorset.

To be presented by Helen Donnellan.

20. Internal Audit Strategic Needs Assessment for 2020/21 [FOIA – Closed s.43(2)]

To present the audit needs assessment and considerations for 2020/21.

To be presented by Karen James.

21. Risk Registers [FOIA – Closed s.31]

- a. Devon and Cornwall Police Force**
- b. OPCC Devon and Cornwall**
- c. Dorset Police Force**
- d. OPCC Dorset**

To present the corporate risk registers.

To be presented by Karen James.

22. Annual Review of the Terms of Reference and Operating Principles [FOIA – Closed s.22]

To present the Annual Review of the Terms of Reference for the Independent Audit Committee.

To be presented by Helen Donnellan.

23. Lessons Learnt Following the Close of the Accounts 2019/20 [FOIA – Closed s.22]

To present the Lessons Learnt Following the Close of the Accounts 2019/20.

To be presented by Neal Butterworth.

Attendance

Helen Donnellan (Chair)	Committee Member
Tom Grainger (Vice Chair)	Committee Member
Amanda Gallaher	Committee Member
Gordon Mattocks	Committee Member
Linda Williams	Committee Member
Frances Hughes	Chief Executive Officer (Office of the Police and Crime Commissioner, Devon and Cornwall)
Simon Bullock	Chief Executive Officer (Office of the Police and Crime Commissioner, Dorset)
Sandy Goscomb	Director of Finance and Resources (Devon and Cornwall Police Force)
Nicola Allen	Treasurer (Office of the Police and Crime Commissioner, Devon and Cornwall)
John Jones	Assistant Chief Officer (Dorset Police Force)
Julie Strange	Chief Financial Officer (Office of the Police and Crime Commissioner, Dorset)
Karen James	Head of Alliance Audit, Insurance and Strategic Risk
Neal Butterworth	Head of Finance (Devon and Cornwall and Dorset Police Force)
Lucinda Hines	Head of Technical Accounting (Alliance)
Tanya Hutchings	Administrative Officer (Office of the Police and Crime Commissioner, Devon and Cornwall)
Rupert Bamberger	South West Audit Partnership
Laura Wicks	South West Audit Partnership
Alex Walling	Grant Thornton
Mark Bartlett	Grant Thornton

A public observer will also be present.

Apologies

Malcolm Smith

Committee Member

The Public Sector Equality Duty (PSED) as set out in **section 149 of the Equality Act 2010** requires public bodies to have **due regard** to the need to:

1. Eliminate unlawful discrimination, harassment, victimisation and any other prohibited conduct prohibited by the Act; and
2. Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
3. Foster good relations between people who share a protected characteristic and people who do not share it.

Protected Characteristics are age; disability; gender reassignment; pregnancy and maternity; race (including ethnic or national origins, colour or nationality; religion or belief (including lack of belief); sex and sexual orientation.