



**Durham Police & Crime
Commissioner/ Chief Constable**

**Minutes of Joint Audit Committee
Meeting**

**Tuesday 15 April 2014
10.00 am**

**Durham Room,
Police Headquarters
Aykley Heads
Durham**



Attendees

Mrs E M Davies in the chair

Members

Cllr P Baldwin, Cllr E Bell, Mr R J Humphries and Ms M Raine

Office of the Police and Crime Commissioner

Mrs K Bambridge

Durham Constabulary

Mr G Ridley and Mr D Ellis

Auditors

Mr S Carter and Mr C Waddell

Apologies

Apologies were received from Ms J Flynn.

Agenda Item

1. Minutes of the meeting held on 11 November 2013

The minutes of the meeting held on 18 February 2014 were agreed as a correct record.

Mrs Davies thanked members for attending the successful training day that was held in March.

2. PCC Commissioning Framework

The committee considered a report on the Police and Crime Commissioner's Commissioning Framework (for copy see file of minutes)

Mr Ridley outlined the process of commissioning which has been agreed by the PCC and the 2013/14 and 2014/15 allocation of funding.

Mr Ridley informed members that there were to be two rounds of funding applications, one in April 2014 and one in September 2014. All funding bids would have to link to the Police and Crime Commissioners priorities (as detailed in his Police and Crime Plan) and any funding allocated would be monitored.

Cllr E Bell highlighted the need for a clear audit trail of spending and that funding should be allocated geographically.

Mrs E Davies referred back to the Police Authority Community Safety Grant Scheme and suggested that an overview on the spread of grants should be completed at the end of each year.

Ms Raine suggested that members receive a copy of the scoring criteria and monitoring forms for funding bids.

A copy of the Commissioning Strategy will be brought to a future meeting.

3. Collaboration

The Committee considered a report on collaboration initiatives ongoing within the force (for copy see file of minutes).

Mr Humphries asked if there were any potential areas for collaboration that the force would see as valuable, but are finding resistance. Mr Ridley suggested that there would always be an element of resistance in some areas of collaboration.

Mr Ridley gave members an update on Red Sigma and that buy in from other forces was being considered. A training session on Red Sigma for members of the committee would be arranged.

Members requested a collaboration update every six months.

4. Exit Monitoring

The Committee received a report on Exit Monitoring (for copy see file of minutes).

Mr Ridley informed members that all officers and staff who leave the Force are offered an Exit Monitoring Report in line with Force Policy. The purpose of this is to identify any potential areas for improvement from departing staff and as such is regarded as a rich picture.

Cllr E Bell noted the improved rate of return and requested a comparison of data over the last five years.

Mr Ridley added that he would bring a report on the Staff Survey to a future meeting.

5. Scheme of Governance

The Committee considered a report outlining the interim changes to the Scheme of Governance (for copy see file of minutes).

Mr Ridley reported that following previous recommendations made by the Joint Audit Committee in January, the governance framework has been reviewed to ensure adequate checks and balances are in place for the new arrangements for a Joint Chief Finance Officer, and that the PCC has an independent source of advice in relation to commissioning and other funding decisions.

Mr Humphries agreed that this now meets the requirements of the committee.

6. Joint Audit Committee Reporting Timetable

The Committee noted a report on the future reporting timetable for the Joint Audit Committee (for copy see file of minutes).

7. Internal Audit Progress Report

The Committee received a report on Internal Audit Progress (for copy see file of minutes).

Mr Carter gave a summary of the work undertaken by Internal Audit between 1 July 2013 and 31 March and referred to an agreed plan showing the status of each audit.

8. External Audit Progress Report

The Committee received a report on External Audit Progress (for copy see file of minutes).

Mr Waddell gave a summary of the audit progress and any emerging issues and developments.

9. Audit Strategy Memoranda for the Police and Crime Commissioner and Chief Constable 2013/14

The committee received a report on the Audit Strategy Memoranda for the PCC and Chief Constable (for copy see file of minutes).

10. Quarterly Update from Professional Standards and Legal Services

The committee received a presentation from Supt Darren Ellis, regarding the the latest statistics on complaints within the force area. (for copy of slides see file of minutes).