



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

**Joint Audit Committee**

**Tuesday 20<sup>th</sup> September 2016  
11.00 a.m.**



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

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**Attendees**

**Mrs Elsie Davies - Chair**

**Members**

Mrs J Flynn, Mrs M Raine

**Office of the Police and Crime Commissioner**

Mr C Oakley, Miss R Watterson and Mrs J Connor

**Durham Constabulary**

Mr G Ridley, Mr S Winship

**Auditors**

Mrs C Eddowes, Mr M Kirkham

**Internal Auditors**

Mr S Carter

**Apologies:** Mr A Reiss, Mr R Humphries, Cllr E Bell, Cllr D Regan

**1. Minutes of meeting held on 19<sup>th</sup> July 2016**

The minutes of the meeting held on 19<sup>th</sup> July were agreed as a correct record.

**2. Annual Governance Statement (AGS)**

Mr Carter updated the Committee on the progress being made in relation to the actions arising from the AGS for the Chief Constable and the Police, Crime and Victims' Commissioner.

Internal audit have prepared an action plan to enable any issues to be monitored.

The Committee were happy with the recommendations and content of the report.

### **3. Annual Accounts**

The Committee received a report on the Annual Accounts. The purpose of this report was to advise and provide assurances to the Joint Audit Committee.

Mrs Eddowes assured the Committee that testing around the risk of management override was complete and she has not identified any indication of management bias in the testing completed.

The Committee agreed the update.

### **4. External Audit Progress Reports**

Mrs Eddowes gave the Committee a verbal update on the External Audit Progress Reports. Further discussions to be held between Mrs Eddowes and Mrs Diamond to finalise the External Audit.

The Committee were happy to receive a further update at the next Joint Audit Committee meeting on Tuesday 1<sup>st</sup> November.

### **5. Quarterly Risk Management Update Police and Crime Commissioner (PCC)**

Mr Oakley presented the latest PCVC risk register to the Joint Audit Committee.

The risk register identified the key strategic risks and necessary actions to mitigate the risks are recorded and undertaken.

Members agreed the content of this report.

### **6. Quarterly Risk Management Update Chief Constable (CC)**

Mr Ridley updated the Committee of the risk management of the Chief Constable.

Areas highlighted included problem solving and the need to recruit more police officers. Mr Ridley insisted that there is a need to recruit good quality officers to ensure standards are high.

Mr Ridley wishes to increase productivity with the use of mobile data which is currently being rolled out across the response teams.

The Committee considered and agreed this report.

## **7. Quarterly Performance Management Report**

The Committee received a report to inform the Joint Audit Committee of the performance management of the force.

Miss Watterson outlined key areas and was commended by the Committee on the content. (The Performance Report is available on the Durham PCC website).

## **8. Quarterly Internal Audit Progress Report**

Mr Carter updated the Committee on the Internal Audit Progress Report.

There are currently 36 reviews which include 15 that were carried forward from 2015/16.

The Committee agreed that the work undertaken by Internal Audit between 01 April 2016 and 31 March 2017 had provided a high level of assurance.

## **9. Procedures around disciplinary files**

Mr Winship updated the Committee on procedures around disciplinary files.

**Action:** *It was agreed, to ensure best practice, that Mr Winship would provide explanatory notes/ user guide for the Joint Audit Committee on procedures around disciplinary files.*