



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



Joint Independent Audit Committee

Tuesday 28th November 2017

10.30 a.m. – 12.15 p.m.

**Quad Station, Wilson Street, Barnard
Castle DL12 8JU**

Minutes

1. Attendance/Apologies

Chair

Mr Roger Humphries

Members

Mrs J Flynn

Office of the Police, Crime and Victims' Commissioner

Mr A Reiss, Mrs J Connor

Durham Constabulary

Mr G Ridley,

Internal Audit

Mr S Carter,

Apologies

Mrs E Davies, Cllr E Bell, Mr D Shingleton, Mrs C Eddowes, Mr M Kirkham

Mr Humphries welcomed everyone to the meeting.

2. Declarations of Interest

To remind members of the Committee of the need to record any personal interest in items on the agenda. If a member has a personal interest that is a prejudicial interest, he/she must withdraw from the room during consideration of that item of business. Mr Humphries asked the Committee if they had any Declarations of Interest – nothing was declared.

3. Minutes of the meeting held on 17th October 2017

Minutes of the meeting held on Tuesday 17th October 2017 were recorded as a true record. A few minor amendments were made in relation to Internal Audit. Minutes now available to view on the PCVC website.

4. Budget Monitoring Report

Mr Ridley outlined to the Committee the performance of the 2017/18 revenues and capital budgets highlighting that that police officer pay and pension outturns incorporate a pay increase of 2% rather than the budgeted 1%, however, due to timings in officers retiring and new recruits starting, the budget is still underspending.

Mr Ridley wants to produce a reserves strategy going forward.

Mr Humphries queried some unfavourable figures in relation to “doctors” in the report to which Mr Ridley explained that this was a timing issue when bills come in and also that the North East spend above average on doctors and nurses due to there being fewer providers. Mr Humphries asked if this was an area of potential collaboration with the Health Service, Mr Ridley advised they had explored this avenue but to no avail.

Mr Ridley mentioned that new body worn video equipment was piloted at Lumiere in October 2017 and the response from users was very positive. The cost to replace current stock is expensive but the quality of output from this equipment is so much better.

Mr Ridley assured the Committee that although IT was one of the forces biggest expenses this is the area that will transform policing.

The Committee thanked Mr Ridley for the report.

5. Treasury Management Report

Mr Ridley updated the Committee on the short term investments and priority of investments in accordance with the PCVC’s Treasury Policy Statement.

Mr Ridley assured the Committee that he is not putting all money in one place and the companies he invests with are all AAA rated.

The Committee accepted and commended this report.

6. Annual Review of Gifts and Hospitality

Mr Ridley shared with the members the gifts and hospitality register, covering the period 1st October 2016 to 31st October 2017, which is held on a central register showing openness and transparency from all members of the police force.

Members expressed that it would be a good idea to make this public and publish on the force website.

The Committee felt that the register was a positive and heart-warming reflection of this outstanding force, and thoroughly commended the transparency of the report.

7. Overview of Talent Management

Mr Ridley outlined to the Committee the arrangements in place for talent management within the force, which has come about as part of the HMIC Efficiency and Legitimacy Inspection. HMIC highlighted that there was a lack of documented procedures in place. Since this report from HMIC Mr Ridley assured the Committee that changes have been made and opportunities are now advertised and available to all members of the force to apply for external training.

Mr Ridley also explained to there are other initiatives like job shadowing that comes at zero cost.

The Committee were satisfied that talent management is available to all officers and staff and understand the challenge for the force is to ensure fair and open access to all.

8. Annual Overview of Collaboration

Mr Ridley updated the Committee in respect of areas of current collaboration and what initiatives had been introduced in the last twelve months.

Mr Reiss outlined the aims of the Local Criminal Justice Partnership (LCJP) to have the most efficient and integrated local criminal justice system in the country so that agencies can have an end to end service for supporting victims and witnesses, and an end to end system for rehabilitating offenders and reducing reoffending.

Mr Reiss advised a more detailed plan will be published by the end of the year explaining what the PCVC office hope to achieve by 2021.

Mr Ridley advised the Committee of NETIC which is the operational name for discussions across the 7 forces. Areas currently being considered are ICT and Digital Investigation.

Mr Ridley updated the Committee in respect of collaboration with Northumbria a number of initiatives have progressed including a new regional organised crime unit housing the 3 North East Forces and the National Crime Agency. Also the Northumbria fingerprint unit was co-locating to the Durham Constabulary area which will enable best practice between the 2 forces.

The Committee recommended the report.

9. Annual Governance Statement (AGS) Action Plan Update

Mr Carter reported to the Committee the progress being made in relation to the actions arising from the AGS for the Chief Constable and the Police, Crime and Victims' Commissioner. He gave a snapshot of where Internal Audit are at this point in time looking at five significant governance issues.

Mr Carter explained how Internal Audit have prepared an action plan to enable progress made by management to address issues which will be monitored throughout the year.

The Committee considered the assurance provided as a result of progress being made in relation to the actions arising from the AGS for the Chief Constable and the PCVC.

10. General Data Protection Regulation (GDPR)

Mr Reiss informed the Committee about the General Data Protection Regulation which comes into force in May 2018. It will have a large impact on the work of the office, the police, and indeed all private and public bodies. In essence, we will have to handle personal data according to some more stringent rules, and be very clear about our processes for doing so. There will be a maximum fine for a breach of E20m.

The Office of the Police, Crime and Victims' Commissioner (OPCVC) are now working to prepare, using a guide prepared by the Information Commissioner's Office (ICO), including work on processes and mapping the data they hold. The OPCVC will also have to provide training to staff and volunteers, including Community Peer Mentors and Restorative Justice staff.

Mr Reiss asked that the Committee put this on their forward plan to support and scrutinise – and for this to be scheduled for April 2018.

11. Recruitment of Joint Audit Committee Members and Chair

Mr Reiss updated the Committee that the term of office of the Joint Audit Committee Members and the Chair is coming to an end. There will be a process in place and a timeline will be shared at the next meeting for this process to commence. Members may apply for another term (4 years).

Any other business

No other business discussed. Meeting closed at 12:15 p. m.

Date of next meeting: Tuesday 9th January 2018

Time: 11.00 Place: Watson Room, Police HQ, DH1 5TT

Alan Reiss
Chief of Staff

G Ridley
Chief Finance Officer