



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



Joint Independent Audit Committee

Tuesday 24th July 2018

10:30am-12:50pm

**Conference Room, Bishop Auckland
Police Station, DL14 6LB**

Minutes

1. Attendance/Apologies

Chair

Mrs E Davies

Members

Mrs J Flynn, Mrs D Murphy, Mr R Humphries, Mr E Bell

Office of the Police, Crime and Victims' Commissioner

Mrs S Sahani, Miss A Laidler (shadowing Mrs S Sahani), Mr C Oakley

Durham Constabulary

Mr G Ridley, Mr D Dove

External Audit

Mr C Kneale

Internal Audit

Mr S Carter

Apologies

Mr D Shingleton, Mr A Reiss, Mrs J Connor, Mr M Kirkham

Mrs Davies 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.

Mrs Davies asked the Committee if there were any Declarations of Interest. Mrs Murphy and Mrs Flynn requested that their Declarations of Interest be noted for the 'Budget Allocation' agenda item due to Mrs Murphy being the Director of the Clinical Commissioning Group and Mrs Flynn being a trustee of Community Action.

3. Minutes of the meeting held on 19th June 2018

Minutes of the meeting held on Tuesday 19th June were recorded as a true record. Minutes now available to view on the PCVC website.

4. Ethical issues regarding Management Decisions

Mr Ridley presented a report to the Committee about ethical issues considered and resolved by senior managers within the Constabulary. He advised that the Force has set up an Ethics Committee, the remit of which is to consider ethical issues which arise from day to day business activities.

Mr Ridley provided three examples to the Committee: Foreign Country Income Generation, Exit of Police Staff via Settlement Agreement and Exit of Police Officers via Voluntary Severance as presented in his report outlining the pros and cons for each example.

Foreign Country Income Generation- Mr Ridley explained that the Constabulary has been working with other countries to generate revenue by providing training. Mr Ridley reassured the Committee that there is full sign off from the Foreign Office and Home Office. The Committee were satisfied that all the checks and balances in relation to the partnership between Durham Constabulary and foreign countries were in place.

Exit of Police Staff via Settlement Agreement- the Committee discussed whether it was ethical for the force to pay staff to exit the force as opposed to potentially using the capability process, to resolve poor attendance/performance issues. Mrs Murphy commented on this being an innovative approach and felt this was legitimate management action as long as the process is fair and certain staff groups are not affected. Mr Bell questioned how confident the force is in identifying mental health. Mr Ridley reassured the Committee that Unison and HR are consulted throughout the process.

Exit of Police Officers via Voluntary Severance-The Committee discussed whether it was ethical for the force to enable officers to leave the force by paying them a lower sum of money than they would receive under voluntary severance. Mr Ridley reassured the Committee that Federation and HR are consulted throughout this process.

The Committee accepted Mr Ridley's report.

5. Internal Audit Charter

Mr Carter presented the refreshed Internal Audit Charter to the Committee. Amendments and additions were noted in the Charter.

Page 20 of the Internal Audit Charter indicates an assessment of audit findings, recommendations and audit opinions. Mrs Murphy questioned why the same language is not used as the Risk Matrix. It was agreed that Mr Carter would attach the document.

6. Budget Allocation

Mrs Murphy reminded the Committee about her Declaration of Interest for this item.

Mr Oakley presented his report to the Committee for members to note the funding allocations for 2018/19 and welcomed their comments on the Commissioning Strategy and the new commissioning approach from the OPCVC.

Mr Bell commented that it will be useful to have a heat map of where monies are allocated across the force area.

The Committee accepted Mr Oakley's report and all agreed there has been a significant improvement to this approach over the past 4 years.

7. Decision Log

Mr Oakley presented his report to the Committee on the PCVC's decision register and forward plan. This was accepted by the Committee.

8. Budget Outturn

Mr Ridley presented his report to the Committee on the budget outturn position for 2017/18.

Mr Ridley highlighted the main variations to budget include:

- Employees- Police Officer pay has been underspent for the year mainly due to officers having left sooner than anticipated and, although replacements have been recruited,, they have been at a lower scale. Police Overtime is overspent as a result of demand and costs incurred that have been recharged to other forces. Staff costs have overspent as the pay rise was higher than budgeted.
- Supplies and Services- there are a number of reasons for the overspend, higher than budgeted legal costs which will fall back to normal levels in future years, overspends on equipment and travel costs.
- Special Grants and Other Income- this is higher than budgeted due to more secondments than anticipated and recharges to other forces for work carried out.

The Committee accepted Mr Ridley's report.

9. Budget Monitoring

Mr Ridley presented his report to the Committee to outline the performance of the 2018/19 revenue and capital budgets as at 30th June 2018 and the forecast outturn to 31st March 2019.

The Committee accepted Mr Ridley's report.

10. Stop and Search Scrutiny Update

Mr Dove presented his report to the Committee and it was noted that the content of this report included an outline of other scrutiny groups such as Hate Crime, Use of Force and General Police Powers. It was agreed that the focus at this meeting will be on Stop and Search.

Mr Bell requested information about the role of the Force Cohesion Unit and commented that it would have been beneficial for the Committee to be advised of its creation from the outset. Mr Dove explained the role of the Cohesion Officers.

Mr Dove explained the Stop and Search Scrutiny Panel processes and the current engagement with diverse community groups and education establishments. Mr Dove presented some of the learning outcomes which the Committee agreed were all positive. The overall view of the Committee was to explore further community 'hard to reach' groups as this will enhance community engagement. For example, councillors, food bank managers etc. Mr Dove welcomed ideas from the Committee.

Mr Dove explained that the next Stop and Search Scrutiny panel will take place in September.

The Committee agreed for a further Stop and Search update in 6 months.

The Committee also requested an update on Spit and Bite Guards (SBG's) at the next meeting.

11. External Audit Completion Report

Mr Kneale commented that the audit process has gone very smoothly and would like to thank the Constabulary staff for the high standards adopted to meet the deadline.

The External Audit Report was accepted by the Committee with no further comments.

12. Any other business:-

Mr Ridley provided the Committee with a brief update on below:

- Home Secretary visit-23rd July 2018
- HMIC Inspection (Efficiency and Effectiveness) in September 2018
- Overview of Demand (Committee agreed to defer this until next meeting).

Meeting closed at 12:50pm

Date of next meeting: Tuesday 11th September 2018

Time: 11.00am Place: Lewis and Endeavour Room, Police HQ

Alan Reiss
Chief Executive

G Ridley
Chief Finance Officer