



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

Joint Audit Committee

**Tuesday 15th March 2016
10.30 a.m.**



Urlay Nook Classroom 2

Attendees

Mrs Elsie Davies - Chair

Members

Cllr E Bell, Mrs J Flynn, Mrs M Raine

Office of the Police and Crime Commissioner

Mrs J Connor, Mr J Carling

Durham Constabulary

Mr G Ridley

Auditors

Mrs C Eddowes, Mr M Kirkham

Internal Auditors

Mr S Carter

Apologies: Mr A Reiss, Mr R Humphries

Introductions: Tour of building

Thanks to Inspector Karl Brown for a tour of the Urlay Nook Tactical Training Centre.

1. Minutes of meeting held on 19 January 2016

The minutes of the meeting held on 19 January 2016 were agreed as a correct record.

2. Risk Management Report

Mr Ridley presented the Plan on a Page Heat Map which is used as a Force wide Risk Register and discussed in detail at the meeting in term of current initiatives within Force in order to reduce risk and increase performance.

He hi-lighted the need to share best practice, for all staff and officers to continually improve using a problem orientated approach.

Mr Ridley wants to provide an effective and efficient service by getting it right first time. He talked about the new Demand Command headed by Gillian Routledge. Mr Ridley is also on a National working group looking at Demand Reduction. This will give an understanding of which parts of the organisation are stable.

Action: Mr Ridley to invite Stu Exley to attend JAC to discuss Demand Reduction.

3. Quarterly Performance Management Report

The committee received a report on performance management.

Mr Ridley informed members that the force performance is presented to Force Leadership Group every month and explained that it contains the following information:

- Overview of the 4 key elements of performance ie achievement of outcomes, core deliverables, enabling factors and resource management.
- Outcomes gives details of satisfaction and confidence levels – currently 9/10 people are happy.
- Core deliverables gives information on tackling criminals, protecting neighbourhoods and safeguarding vulnerable people. The rules have changed on how harassment is recorded so all forces will see a rise in crime.
- Enabling factors gives information on response times, demand and leadership /legitimacy. Mr Ridley confirmed a priority response means an officer has to respond within 60 minutes – where this is not achieved he wanted to see how many responses were 65 minutes.
- Resources give information on officer and staff numbers and overall availability. It also gives information on the results of the staff survey.

In response to a question from Cllr Bell with regards to what the force were doing to mitigate the reduction of police staff and police officers, Mr Ridley explained that the force were in the process of recruiting new officers and PCSO's. In addition to this he highlighted the use of mobile data to increase productivity.

4. Treasury Report Short term Investments and Borrowings

The committee received an update on the Short Term Investments and Short Term Borrowings for the period 1st April 2015 to 29th February 2016.

The members agreed this report.

5. Budget & Medium term financial plan update

The Committee considered a report outlining the performance of the 2015/16 revenue and capital budgets as at 29th February 2016 and also the projected outturn as at 31st March 2016.

Mr Ridley reported that the Precept Report of the Police and Crime Commissioner was considered by the Police and Crime Panel in February 2016.

The Committee agreed the content of this report.

6. Quarterly Report Professional Standards

This report has been put back to the next meeting.

7. External Audit Reports

The Committee considered the External Audit Progress Report.

Mr Kirkham and Mrs Eddowes gave a summary of the audit process, progress, emerging issues and developments. They informed members that the audit process was going well and that they engaged in regular meetings with the Police and Crime Commissioner and Chief Constable.

The reports were recommended by the Committee.

8. Quarterly Internal Audit Progress Report

The Committee considered the Internal Audit Progress Report.

Mr Carter gave a summary of the work undertaken by Internal Audit between 01 April 2015 and 31 December 2015 and referred to an agreed plan showing the status of each audit.

Mr Carter informed the Committee as part of a new initiative, one employee from Durham County Council's Corporate Fraud Team that sits within the Intern Audit, Risk and Fraud Service is working with the Force in looking to detect/prevent the activity of Serious and Organised Crime Groups. Terms of Reference for this will be brought to the Committee when prepared.

9. Annual Governance Statement (AGS) Action Plan Update

The committee received a report on the Annual Governance Statement which advised on the progress being made in relation to the actions arising from the Annual Governance Statements for the Chief Constable and the Police and Crime Commissioner.

The report was recommended by the Committee.

10. Emergent Internal Audit Plan

Mr Carter presented this report to the Committee with details of the emergent Internal Audit Plan for the period 01 April 2016 to 31 March 2017.

Areas highlighted were Asset Management and Force Overtime and TOIL arrangements.

Concerns around the assets related to the old Headquarters when Mr Ridley made the decision to stop spending money on repairing the old Headquarters two years before the new hq was built.

Cllr Bell raised concerns about overtime and TOIL budgets and Mr Ridley agreed this was a national issue and staff were encouraged to take TOIL however this often leads to a shortage and mangers have to pay overtime to cover duties. Mr Carter has looked at controls and what is manageable.

11. HMIC Feedback report & Forward Plan

The committee received a report on the findings of the recent assessments from Her Majesty's Inspectorate of Constabularies (HMIC) into Police legitimacy and Police effectiveness and also of HMIC's overall assessment.

The Chair and Committee congratulated the force on their outstanding achievements as Durham Constabulary was the only Force to be rated as 'outstanding' in two of the three inspections.

Mr Ridley highlighted to the Committee that the area which *requires improvement* is stop and search. Chief Superintendent Helen McMillan is taking the lead on this and addressing issues to improve performance.

12. Election Preparation

Mr Carling updated the Committee on the Election Preparation.

He advised that an election working group had been set up and meets weekly.

Details of the election dates, information and guidance are on the PCC website, and the page for the election has been made neutral.

All candidates are given the same treatment and any meetings that take place are noted and published on the PCC website for openness and transparency.

The Committee commented and agreed this is an excellent report.

Date of next meeting: Tuesday

17th May 2016 Time: 11.00 Place: Watson Room, Police HQ

Alan Reiss
Chief of Staff

G Ridley
Chief Finance Officer