

## Warwickshire and West Mercia Joint Audit Committee Meeting Record.

<b>Date:</b>	Thursday 25 <sup>th</sup> July 2019
<b>Chair:</b>	Lynne Duffy
<b>Minute Taker:</b>	Rachael Thorold

### Audit Committee Members

	<b>Name:</b>	<b>Capacity:</b>
<b>Attendance:</b>	Lynne Duffy (LD)	Chair, Committee Member
	John Anderson (JA)	Committee Member
	Alan Day (AD)	Committee Member
	Martin King (MK)	Committee Member
	Gavin McArthur (GMc)	Committee Member
	Helen Knee (HK)	Committee Member

### Offices of the Police and Crime Commissioner

	<b>Name:</b>	<b>Capacity:</b>
<b>Attendance:</b>	Tracey Onslow (TLO)	DPCC, West Mercia
	Philip Seccombe (PS)	PCC, Warwickshire
	Liz Hall (LH)	Treasurer, Warwickshire and West Mercia
	Sara Ansell (SA)	Head of Finance, Warwickshire and West Mercia

### Force

	<b>Name:</b>	<b>Capacity:</b>
<b>Attendance:</b>	Amanda Blakeman (AB)	DCC, West Mercia
	Jeff Carruthers (JC)	Chief Finance Officer
	Richard Moore (RM)	DCC, Warwickshire
	Steve Russell (SR)	Head of ASI

### Internal Audit

	<b>Name:</b>	<b>Capacity:</b>
<b>Attendance:</b>	Paul Clarke (PC)	Internal Auditor, West Mercia
	Rachael Hart (RH)	Internal Auditor, Warwickshire

## **External Audit**

	<b>Name:</b>	<b>Capacity:</b>
<b>Attendance:</b>	Laurelin Griffiths (LG)	Grant Thornton
	Alex Walling (AW)	Grant Thornton

	<b>Name:</b>	<b>Capacity:</b>
<b>Apologies:</b>	Andy Champness (AC)	CEO, West Mercia
	Martin Jelley (MJ)	CC, Warwickshire
	Anthony Bingham (AB)	CC, West Mercia
	John Campion (JPC)	PCC, West Mercia

## **Open Session**

<b>No.</b>	<b>Summary</b>	<b>Action</b>
01/25/07/2019	<b>Attendance/Apologies.</b> See above.  <b>Thanks and Appreciation.</b> Thanks and appreciation are to go to Dr Sanjay Bhasin, Frazer Stuart and Garry Rollason for their time and efforts given to this Committee and to Internal Audit respectively.	
02/25/07/2019	<b>Committee Members' Declaration of Personal Prejudicial Interests.</b> None declared.	
03/25/07/2019	<b>Minutes of the meeting held on the 18<sup>th</sup> March 2019 and any matters arising.</b> The minutes were recorded as accurate.	
04/25/07/2019	<b>External Auditors – Audit Findings Report and Draft Opinions.</b> The Findings Reports were presented and discussed.  An explanation was given as to why only the findings were presented at this meeting.  The Draft Opinions have not been produced for this meeting due to the impending changes with the Alliance and the External Auditors' concerns relating to this. It is to be noted that the deadline of 31 <sup>st</sup> July is the deadline for which the accounts are to be	

	<p>published by, this is not the ultimate deadline for them to be externally audited by.</p> <p>Their thoughts around the Alliance changes will be produced along with the information they require in order to produce the draft opinions, within August 2019.</p> <p>Apologies were given for not communicating this position, prior to this meeting.</p> <p>It is to be noted that the fact that the VFM element has not been mentioned in as full a manner as it should have been, is by no means to be seen as a reflection on the amount of effort and good work that has been done on the Statement of Accounts.</p> <p>Justification was requested as to why the Statement of Accounts have not been signed off. In response, a blanket statement can be put on the respective websites as to the reason why the accounts have not yet been signed off.</p> <p>A comment was put to the External Auditors regarding the accounts not being audited by the 31<sup>st</sup> July 2019. This was acknowledged and apologised for by the External Auditors.</p> <p>Appreciation was given to the Finance teams for their efforts made in making the necessary adjustments to the Statement of Accounts in relation to the recent McCloud/Sergeant Ruling national changes to pensions as well as to the impending Alliance changes.</p>	
05/25/07/2019	<p><b>External Audit – 2019/20 External Audit Fee Letters.</b></p> <p>The Audit Fee letters were presented and discussed.</p> <p>The Committee are satisfied with the Fee Letters presented.</p>	
06/25/07/2019	<p><b>Draft UnAudited Statement of Accounts.</b></p> <p>The draft unaudited statement of accounts were looked at in a closed session, with thanks and appreciation to be given to the Chief Finance Officer and his team for their efforts in producing these.</p>	

	The Audited Statement of Accounts will be presented at the next meeting.	
07/25/07/2019	<b>Audited Annual Governance Statements.</b> The Audited Annual Governance Statements were not presented at the meeting.	
08/25/07/2019	<b>Letters of Representation.</b> The Letters of Representation were not presented at the meeting. These will be requested prior to the Draft Opinions' sign off.	
09/25/07/2019	<b>Treasury Management Outturn Reports.</b> The Treasury Management Outturn Reports were presented and discussed.  Both reports were accepted.	
10/25/07/2019	<b>Internal Audit Report 2018/19.</b> The Internal Audit Report was presented and discussed.  The question was raised of are there links made and actioned between the Audit plan and the Strategic Risk Register. The response was that yes there are, with where there are high risk areas, deep dives into these are carried out with resulting action plans produced.  In terms of carry forwards audits from 2018/19 into 2019/20, there are 3 outstanding audits to be carried out and report finalisation.	
11/25/07/2019	<b>Standards Update.</b> The Standards Update was presented and discussed.  Thanks and appreciation is to go to Natasha Noorbakhsh from the West Mercia OPCC for her time spent with doing the Dip Sampling, in place of Frazer Stuart who recently resigned from this Committee.  (PSD are to be seen as a service to both forces, and are not as a stand-alone entity).	
12/25/07/2019	<b>OPCC Strategic Risk Register.</b> The OPCC Risk Register was presented and discussed.	

13/25/07/2019	<b>Alliance Risk Map.</b> The Alliance Risk Map was presented.	
14/25/07/2019	<b>HMIC Action Plan Summary.</b> The HMIC Action Plan Summary was presented and discussed.  Reports are awaited from the recent PEEL HMIC Inspections.  Concern was expressed around how the Risk Maps are presented in terms of the impending separation of the Forces.	
15/25/07/2019	<b>ASI Assurance Recommendations Monitoring Report.</b> The ASI Assurance Recommendations Monitoring Report was presented and discussed.	
16/25/07/2019	<b>Members Points.</b> None raised.	

**Closed Session - Not for Publication.**

No.	Summary	Action
17/25/07/2019	<b>AOB.</b> <b>Alliance Changes Update.</b> This Committee is concerned as to the progress being made with the Alliance Changes/cessation.  An Exit plan is being prepared and put into action by the Warwickshire PCC/CC.  A mediation meeting took place on the 11 <sup>th</sup> July.  Negotiations are ongoing between the forces. West Mercia also have action plans in place for the October 2019 cessation date. A critical meeting is taking place on a regular basis to which the Audit Committee are invited.  The Warwickshire force also extended an invitation to the Committee for them to see how	

	<p>their planning is progressing, aimed at an exit date of the 8<sup>th</sup> October 2019.</p> <p>The concern is that the Audit Committee requested the timescale for the exit strategy has not been viewed.</p> <p>Concern was also expressed as to the level of risks posed by the cessation, and where they are. This Committee feel the level of risk has not been reduced.</p>	
18/25/07/2019	<p><b>Alliance Risk Register.</b> The Alliance Risk Register was presented and discussed.</p> <p>It is to be noted that the manner in which the risks are presented will be adapted to reflect the Alliance changes going forwards.</p>	
19/25/07/2019	<p><b>Deep Dive: Athena.</b> The Deep Dive on Athena was presented and discussed.</p> <p>Concern was expressed around the residual risk status of Athena and it still being quite high given it has been in operation for over a year. It was reported there are still issues with the quality in the operational service provided by Athena.</p> <p>A piece of work is being carried out by West Mercia DCC in relation to the issues with Athena and how many of them can be attributed to the ICT platform on which it is being used.</p>	