

## West Mercia Joint Audit & Standards Committee Meeting Agenda

Date:	Tuesday 21 <sup>st</sup> March 2023
Time:	14:00 – 17:00hrs
Location:	Allsop Room, Hindlip
Chairman:	Lynne Duffy, Chairman
Minute Taker:	Rachael Thorold

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### Items for Discussion

No	Item	Lead
01/21/03/2023	Attendance/Apologies.	Chairman
02/21/03/2023	<b>Committee Members' Declaration of Personal Prejudicial Interests.</b> <i>Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest the member must withdraw from the room unless one of the exceptions applies.</i>	Chairman
03/21/03/2023	<b>Minutes of the meeting of the meeting held on the 15th December 2022 and action updates. (Papers x 2)</b> <i>To go through the minutes for accuracy and action updates.</i>	Chairman
04/21/03/2023	<b>External Audit – Progress Report (Paper)</b> <i>Consider and note the presented external audit progress report.</i>	J.Murray/S.Barnard
05/21/03/2023	<b>2021/22 Statement of Accounts – Update (Verbal)</b> <i>To provide an update on the progress for the completion of the 2021/22 Audit of the Statement of Accounts.</i>	Paul Benfield / Richard Muirhead
06/21/03/2023	<b>Internal Audit Plan 2023-24 (Papers)</b> <i>Consider and note the presented internal audit plan for 2023-24.</i>	P.Clarke

07/21/03/2023	<b>Internal Audit Progress Report (Paper)</b> <i>Consider and note the presented internal audit progress report.</i>	P.Clarke
08/21/03/2023	<b>Budget Report 2023_24. (Papers).</b> <i>Consider and note the Budget Report for 2023-24.</i>	P.Benfield/R.Muirhead
09/21/03/2023	<b>Treasury Management Strategy 2023-24. (Paper).</b> <i>Consider and note the presented Treasury Management Strategy for 2023-24.</i>	P.Benfield
10/21/03/2023	<b>Capital Strategy 2023-24. (Paper).</b> <i>Consider and note the presented capital strategy for 2023-24.</i>	P.Benfield
11/21/03/2023	<b>Update on Terms of Reference. (Papers).</b> <i>Consider and note the presented update on the Terms of Reference.</i>	P.Benfield
12/21/03/2023	<b>OPCC Risk Register. (Papers)</b> <i>Consider and note the presented OPCC Risk Register.</i>	P. Benfield
13/21/03/2023	<b>Ethics and Standards Update. (Paper)</b> <i>Consider and note the presented Ethics and Standards update.</i>	P. Benfield
14/21/03/2023	<b>HMICFRS Update Report. (Paper)</b> <i>Consider and note the presented HMICFRS Update report.</i>	M. Stiff
15/21/03/2023	<b>Members Points. (No paper)</b> <i>The Chairman has requested that members be given the opportunity to raise queries on subjects or issues which are not necessarily agenda items.</i>	Chairman
16/21/03/2023	<b>Any Other Business (No Papers).</b> <i>Confirm the proposed meeting dates for 2023-24.</i>  <b>Proposed meeting dates for 2023-24;</b> Meeting No.1 – 26 <sup>th</sup> June 2023, 14:00hrs, Allsop, Hindlip Hall. Meeting No.2 – 25 <sup>th</sup> September 2023, 14:00hrs, Allsop, Hindlip Hall. Meeting No.3 – 8 <sup>th</sup> January 2024, 14:00hrs, TBC, Hindlip Hall. Meeting No.4 – 25 <sup>th</sup> March 2024, 14:00hrs, TBC, Hindlip Hall.	Chairman/All

17/21/03/2023	<b>Next Meeting. (No Paper).</b> <b>26<sup>th</sup> June 2023, 14:00hrs, Allsop, Hindlip Hall.</b>	Chairman
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### **Closed Session/Restricted Items.**

No	Item	Lead
18/21/03/2023	<b>WMP Risk Register (Paper).</b> <i>To review the presented Risk Register for WMP.</i>	E. Peberdy

### **Attendees**

#### **Audit Committee Members**

	Name:	Capacity:
<b>Expected Attendance:</b>	Lynne Duffy (LD)	Chairman
	Alan Day (AD)	Vice Chairman, Committee Member
	Pierre de Carteret (PC)	Committee Member
	Valerie Reynolds (VR)	Committee Member
	Anthony Dipple (AD)	Committee Member

#### **Office of the Police and Crime Commissioner**

	Name:	Capacity:
<b>Expected Attendance:</b>	Paul Benfield (PB)	Treasurer

### **Force**

	Name:	Capacity:
<b>Expected Attendance:</b>	Alex Murray	DCC, West Mercia
	Richard Muirhead (RM)	Chief Finance Officer
	Matt Stiff (MS)	Head of SPI
	Elaine Peberdy (EP)	Head of Audit Risk and Compliance

### **Internal Audit**

	Name:	Capacity:
<b>Expected Attendance:</b>	Paul Clarke (PC)	Internal Auditor, West Mercia
	David Ashley (DA)	Internal Auditor, West Mercia

### **External Audit**

	<b>Name:</b>	<b>Capacity:</b>
<b>Expected Attendance:</b>	Jackson Murray (JM)	Grant Thornton
	Siobhan Barnard (SB)	Grant Thornton

	<b>Name:</b>	<b>Capacity:</b>
<b>Apologies:</b>	Marc Bayliss (MB)	Deputy Police and Crime Commissioner, West Mercia