



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

**Joint Audit Committee**

**Tuesday 21 April 2015  
11.00 a.m.**



**Police HQ**

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**Attendees**

**Mrs E M Davies** in the chair

**Members**

Cllr E Bell, Mr R J Humphries, Ms J Flynn, Ms M Raine  
Brian James, Darlington Borough Council

**Office of the Police and Crime Commissioner**

Mr A Reiss, Mr C Oakley and Mrs K Bambridge

**Durham Constabulary**

Mr G Ridley and Mr S Winship (Inspection of Files)

**Auditors**

Mr S Carter and Mr M Barnes

**1. Minutes of the meeting held on 21 April 2015**

The minutes of the meeting held on 21 April 2015 were agreed as a correct record.

**2. WOW Awards**

The committee were shown video footage of the some of the winners/nominees for the recent WOW awards.

**3. Internal Audit Plan**

The committee considered a report on the Internal Audit Plan for the period 01 April 2015 to 31 March 2016.

Mr Carter reported that the Internal Audit plan, is based on a level of Internal Audit resource that has been agreed by the Executive Board at its meeting on 24 March 2015. It is to be delivered through the provision of a Service Level Agreement (SLA) covering the period to 31 March 2016.

Members agreed the Internal Audit Plan for 2015/16.

#### **4. Internal Audit Progress Report**

The committee to advise the Joint Audit Committee on the work undertaken by Internal Audit between 01 July 2014 and 31 March 2015.

Mr Carter highlighted that the report shows that:

- 18 assurance reviews including six that were carried forward from 2013/14 have been completed (draft or final report);
- Four assurance reviews are planned or in progress;
- Five assurance reviews including two that were carried forward from 2013/14 have been deferred or cancelled;
- Two Counter Fraud reviews have been completed; and
- One unplanned activity has been completed.

Mr Carter added that the most recent NFI exercise started in October 2014 and focused upon payments made in relation to pensions, payroll and creditors. Feedback from the exercise identified 562 matches in total out of which 516 matches have already been cleared with no issues identified. The remaining 46 matches still to be investigated by the Force, relate to individuals in receipt of an enhanced injury pension who have failed to declare relevant state benefits (industrial injuries disablement benefit, incapacity benefit, employment and support allowance) that may remove or reduce entitlement to the enhanced pension. *Mrs Davies suggested that this should be monitored and if there are any areas of concern then a report should be brought to a future meeting.*

Mr Humphries referred to internet security, which had a 'moderate' score and questioned if this was before or after a recent internet hacking problem encountered by the force. Mr Carter confirmed that this was afterwards and that Internal Audit were happy with the controls in place.

Mr Barnes added that he had had attended the North East Fraud and Cyber Crime Conference in March which had been well represented and was an excellent example of the work that Durham Constabulary were undertaking in this area.

#### **5. Audit Strategy Memoranda**

The committee noted the Audit Strategy Memoranda for both the Police and Crime Commissioner and Chief Constable for 2015/16.

#### **6. Community Safety Fund**

The committee received an update on the process agreed with the grant administrator (County Durham Community Foundation) for the allocation of grants to bidding organisations in 2015/16.

Mr Oakley highlighted the following points:

- In 2014/15 the community safety grant funding process was administered by the team at the Office of the Durham Police and Crime Commissioner. It proved to be a cumbersome, inefficient and time consuming process.

- For the 2015/16 grant allocation, an alternative approach to manage the process more effectively and secure value for money was needed. The options considered were to manage the process in house, ask one of the local Councils to manage the fund on our behalf or appoint a third party grant administrator to manage the fund.
- The net result was a procurement exercise that awarded the grant administration contract to County Durham Community Foundation (“CDCF”).

Mr Oakley also highlighted the benefits of the grant administration and also the process of grant awards.

In response to a question from Mr Humphries on how this would give greater assurance of how funding was spent, Mr Oakley added that the CDCF would actually go out and meet with groups and monitor the process.

Mrs Davies queried why the PCC would need to pay for a service when the money could be used to support local community groups. Mr Oakley added that the CDCF had given the PCC £50,000 towards his fund, therefore there would be more funding available. He also stressed that it was important for the PCC to be independent of the process.

## **7. Risk Register**

The committee received a report on the latest Force Risk Register.

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.

The PCC’s Risk Register will be presented at the next meeting. Mr Ridley also suggested that the Workforce Plan be reported to a future meeting.

## **PART B**

### **Inspection of Files**

Members of the Joint Audit Committee examined a sample of files involving complaints.

11 files were inspected/1 misconduct file.