

<u>Members:</u>	Mr Gawain Evans Chair Mr Alasdair Kenwright (AMSK) Mr Malcolm Macdonald (MM) Mr Andre Morgan (AM)
<u>Also Present:</u>	Mr Dafydd Llywelyn Police & Crime Commissioner (PCC) Darren Davies Deputy Chief Constable (DCC) Mrs Jayne Woods, Chief Finance Officer (CFO) Edwin Harries Director of Finance (DoF) Jason Garcia, Audit Manager WAO (JG) Johnathan Maddock Client Manager, TIAA (JM) Heddwyn Thomas Director of Estates (DoE) (agenda item 7-Estates only) Alison Davies Customer Relations Advisor
<u>Observers:</u>	Mr Martin Evans Cllr William Powell, Police and Crime Panel Member
<u>Apologies:</u>	Mrs Carys Morgans Chief of Staff, Mr Mark Collins Chief Constable
<u>Declarations of Interest:</u>	None.

ACTION SUMMARY FROM MEETING ON 25th July 2017

Action N ^o	Action Summary	Progress
A1 2017/18	The CFO to send TIAA's client briefings electronically to Members.	Completed. Members received passwords to view on Portal.
A11 2017/2018	Members to be sent a copy of the new governance structure when available.	Completed.
A11 2017/2018	To include a discussion on collaboration arrangements on the agenda of a future meeting of the All Wales Policing Group.	Completed. DCC Bob Evans attends AWPG to provide update on collaboration activity.

A13 2017/18	A report on the scrutiny process to be provided to members in six months.	CoS progressing on Forward Plan
A13 2017/18	A reminder to be sent to members to determine an area of risk to scrutinise the next meeting.	Completed.
A16 2017/18	The CFO to forward details of the CIPFA development day to Members for consideration.	Completed.
A16 2017/18	To ascertain the content of previous CIPFA training events.	Completed.

A17 2017/18 Welcome

The Chair welcomed Mr Martin Evans who was going through the vetting process as a prospective new Member of the Joint Audit Committee.

A18 2017/18 Minutes of the meeting held on 25th July 2017 and Matters Arising

MM made an observation in relation to Direct Debits under A14 2017/18 and the DoF updated Members accordingly.

Decision: The minutes of the meeting held on 25th July 2017 were accepted as a true record.

A19 2017/18 Progress Report of the Internal Auditors (SICA) 2017/18

JM summarised the reviews completed and finalised since the last meeting.

Progress against the Annual Plan for 2017/18 was on target

An update on Priority 1 recommendation on duplicate payments was provided and the majority of duplicate payments identified had now been recovered.

In response to an observation, clarification was provided on two outstanding reviews; namely the review on Commissioning Services Arrangements and the review of the Investigations - Duty of Care, HR and Financial System.

Action: The report on the review of Investigations Duty of Care, HR and Financial System to be presented at the next meeting.

A discussion ensued on a revised report of Firearms Licensing following the identification of further work to clarify certain issues.

Action: A revised report on the review of Firearms Licensing to be presented at the next meeting.

Clarification was provided in response to a question on briefings on developments in Governance, Risk and Control within Appendix C.

A20 2017/18 Reports of the internal auditors:

a) Capital Projects

The review considered the arrangements for accounting for the Capital Programme. The review awarded substantial assurance with no recommendations.

b) Pensions Arrangements

The review considered the arrangements for the management and control of the administration of pensions. The review awarded substantial assurance with no recommendations identified.

A discussion ensued on current working arrangements within the Pensions Department.

c) Risk Management Mitigation Control

A rationale of the review was to ensure that effective controls were in place for the most significant risks. Two key risks were selected and the effectiveness of the identified controls were reviewed. The review awarded substantial assurance with two operational recommendations. There were no issues for discussion.

d) Estates Strategy

The review considered the arrangements for the preparation and development of the Estates Strategy. The review was awarded reasonable assurance with one Priority 2 and one Priority 3 recommendation.

The review identified that further operational strategies are to be determined to facilitate the effective and timely delivery of the Estates Strategy. Estates and Facilities staff had been transferred to the OPCC with a requirement to reflect this in the next review of the Corporate Governance Framework.

In response to Members' questions, the DoE provided an update on the strategic future of estate properties following an Estates seminar.

The PCC highlighted the challenges involved in delivering an effective and efficient service to isolated communities within the Force area. Members were appreciative of the scale of cover.

e) Commissioning Services Arrangements

The review assessed whether procurement guidelines had been followed in accordance with the organisation's requirements; how the need for the service was established and how it linked to the priorities set out in the Police and Crime Plan; whether the

monitoring and evaluation post contract process determined whether value for money from services had been achieved and, where applicable, what social impacts had been achieved.

The review awarded reasonable assurance with three Priority 3, three Priority 2 and one operational recommendation.

All recommendations had been accepted by management.

In response to questions, Members discussed work in progress in order to achieve best practice.

Decision: To note the reviews of the Internal Auditors.

A21 2017/18 Follow up action on data breaches – Exempt

The DCC summarised key areas within the report relating to breaches or suspected breaches of data reported to the Information Commissioner’s Office by Dyfed-Powys Police.

In order to provide Members with reassurance the DCC clarified procedures in place across the Force to improve data handling processes.

Action: The DCC to provide an update on data breaches at the next meeting.

A22 2017/18 Capital Programme

The CFO provided Members with handouts and summarised the key points within the Capital Programme report.

The Capital Programme for 2017/18 was underspent against budget predominantly as a result of delays in identifying and purchasing land for the Carmarthenshire custody project.

Further detail of expenditure against the main headings in the Capital Programme was contained within the report.

In relation to the CCTV project, and given the current timescales, it was unlikely that much spend would fall within 2017/18 with the bulk of expenditure likely to fall into 2018/19.

Aligned to the CCTV project was the Wide Area Network (WAN) activity to allow the CCTV infrastructure to work efficiently and effectively; again the delay in the WAN implementation resulted in a budget underspend.

In response to a question from the Chair the CFO updated Members on the expected level of underspend for this year.

The DoE provided Members with handouts and provided an update on estates work and associated costs. The DoE also provided Members with an insight on the sale of land and vacant properties currently on the market.

The PCC referred to dialogues with communities in relation to the sharing of building facilities.

The DoE briefed Members on projects which required major investments with options for best practice in conjunction with budget planning for next year.

AM thanked the DoE for an useful presentation and expressed his appreciation for the amount of work undertaken in looking at all factors.

MM complimented the work undertaken around the closure of certain police stations and the consultation process involved to inform and raise awareness with the public.

The PCC provided Members with an understanding of his decisions within the Estates Strategy and thanked the DoE for his update.

Decision: To note the Capital Programme Update report.

The DoE left the meeting.

A23 2017/18 Annual Treasury Management Report – performance during 2016/17 and mid-year review of performance during 2017/18

The CFO summarised key areas within the report.

During the financial year 2016/17, the treasury management function complied with its treasury management practices.

A prudent approach had been taken in relation to investment activity with priority being given to security and liquidity over yield.

The treasury management activities to date in 2017/18 performed in line with the current Treasury Management Strategy.

The treasury management function, in line with advice from its treasury management advisors Arlingclose, continued to diversify its investments between creditworthy counterparties.

The Chair questioned activities in relation to investments and returns on investments in light of the current low interest rates. The CFO provided an explanation on current investments and available options with their associated risks.

The CFO provided answers in relation to specific questions on costs quoted within the report.

A lengthy discussion ensued around the implication of the introduction of the new Markets in Financial Instruments Directive II (MiFIDII) legislation.

In response to a question on the Prudential Code, the CFO updated Members on the current situation in relation to performance indicators on borrowing.

Decision: To note the Annual Treasury Management Report.

A24 2017/18 Corporate Governance Group

The DoF summarised the content of the Minutes.

The DCC gave an update in relation to HMIC inspections.

The PCC was positive in terms of improvements in HMIC findings and overall assessment and alluded to work in progress on areas for improvement and action (AFIs).

MM attends internal HMIC meetings in order to monitor and provide feedback to JAC on the Force's response on recommendations and was impressed with the way work had been done to remove some of the queries raised in the past.

Decision: The committee noted the minutes of the Corporate Governance Group held on 7th September 2017.

A25 2017/18 Final Accounts Memo Action Plan

JG confirmed that the Police & Crime Commissioner and Group's financial statements had been given an unqualified opinion on 25th July 2017 and the Chief Constable's financial statements had been given an unqualified opinion on 27th July 2017. There were no concerns about the qualitative aspects of the accounting practices and financial reporting. Issues arising from the audit were set out in the appendix.

JG congratulated the Force on their achievements in meeting the deadlines on earlier closure of year-end accounts. WAO had already met with key personnel within the organisation to discuss next year's accounts being made available by 31st May 2018 with sign off by 31st July 2018 and to discuss lessons learnt from this year.

JG informed the Committee that his term as Audit Manager for Dyfed-Powys was due to end and that his successor would be introduced to Members at the Finance Seminar in December.

Members asked appropriate questions in relation to content within the report.

Decision: To note the Final Accounts Memo Action Plan.

A26 2017/18 Any Other Business

Dates for 2018 meetings had previously been circulated to Members.

For the purpose of clarity MM provided further detail under some items within the Decision Log arising from the 25th July meeting.

The Chair's term of office as a Member of the Joint Audit Committee was ending on the 31st October and the Chair thanked everyone for their support during his term as both member and Chair.

The PCC thanked Mr Gawain Evans for his commitment to the Committee over the last four years.

The Meeting closed at 15:45hrs

Date of next meeting: 6th December 2017

DECISIONS ARISING FROM MEETING 31 st October 2017		
Decision No.	Decision Summary	
D18 2017/18	The minutes of the meeting held on 25th July 2017 were accepted as a true record.	
D20 2017/18	To note the reviews of the Internal Auditors.	
D22 2017/18	To note the Capital Programme Update report.	
D23 2017/18	To note the Annual Treasury Management Report.	
D24 2017/18	The committee noted the minutes of the Corporate Governance Group held on 7th September 2017.	
D25 2017/18	To note the Fianl Accounts Memo Action Plan.	

ACTION SUMMARY FROM MEETING ON (31 st October 2017)		
Action N ^o	Action Summary	To be progressed by
A19 2017/18	The report on the review of Investigations Duty of Care, HR and Financial System to be presented at the next meeting.	
A19 2017/18	A revised report on the review of Firearms Licensing to be presented at the next meeting.	
A21 2017/18	The DCC to provide an update on data breaches at the next meeting.	