

The **AUDIT COMMITTEE** met at **POLICE HEADQUARTERS, LEEK WOOTTON** on the **5<sup>th</sup> MAY 2010**

**Present:-**

**Independent Members:-** Mike Edwards and Clive Parsons

**County Councillor:-** Chris Davis, Carol Fox and Bob Hicks (**Chair**)

**Police Authority: -** Katie Baker, Dave Clarke and Neil Gulliver

**Police: -** Marie Perry and Dave Weston

**Internal Audit:-** Gary Rollason

**In attendance:-** Joan Barnett (Audit Commission)

## **1. Apologies**

Apologies were received from Dave Stenning, Richard Elkin and David Rigg (District Auditor). The Chair also welcomed Chris Davis to the Audit Committee.

## **2. Members' Declaration of Pecuniary and Non-Pecuniary Interests**

None.

## **3. Minutes of the Meeting held on the 3<sup>rd</sup> February 2010 and Matters Arising**

Resolved:-

***That the minutes of the Audit Committee's meeting held on the 3<sup>rd</sup> February 2010 be approved.***

There were no matters arising.

## **4. External Audit Fee Letter**

The Audit Commission's annual fee for 2010/11 was discussed at length and noted. Joan Barnett agreed to report back to the next meeting with a detailed breakdown of that figure.

## **5. Internal Audit Plan 2010 – 11**

In December 2008 a three year internal audit plan covering 2008 to 2011 was agreed by the Committee and endorsement was given for the final year of that plan being carried out.

## **6. Internal Audit Progress Report**

Gary Rollason reported to the Committee on the very positive work that had been completed since the last report in November, with a number of "substantial" assurances being awarded to audits completed during that period.

Gary Rollason confirmed to the Committee that a completely new, robust system of recording Gifts and Hospitality was currently being implemented across the Force and this would be re-audited in the Autumn.

#### **7. Progress Report on use of Resources and Annual Governance Statement Process**

Marie Perry reported to the Committee that all evidence had now been submitted to the Audit Commission but to date had not received any feedback on scores. Further internal meetings were needed to discuss the possibility of additional evidence / findings which could be submitted.

#### **8. Timing Arrangements for the Annual Governance Statement in Light of Publication Date of the Police Authority Inspection Report**

The Committee agreed for the final Police Authority Inspection Report to be considered at their next meeting as an exempt item which would then enable any comments to be included in the Annual Governance Statement. In the event that the inspection report was not available for that meeting it was agreed that the Chair should be authorised to take any appropriate action.

#### **9. Date of Next Meeting**

Next Committee Meeting 16<sup>th</sup> June 2010.

#### **10. Any Other Items**

None.

#### **11. Exclusion of Members of the Public**

Resolved:-

***That the members of the public be excluded from the meeting for the following agenda items on the grounds that their presence would involve the disclosure of exempt information as defined in paragraphs 3 of Schedule 12A of the Local Government Act 1972.***

#### **12. Exempt Minutes of the Audit Committee Meeting held on 3<sup>rd</sup> February 2010 and matters arising**

Resolved:-

***That the Exempt Minutes of the Audit Committee's meeting held on 3<sup>rd</sup> February 2010 be approved.***

#### **13. Follow up of Internal Audit Recommendations**

The Committee reviewed the individual recommendations and comments were recorded.

#### **14. Police Authority Risk Registers – 6 Monthly Review**

This report was noted.

The meeting closed at 11.15am

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**Bob Hicks**  
**Chair of Committee**