



Cheshire Police Authority - Audit Committee

MINUTES OF A MEETING HELD ON 29 JUNE 2009 IN CONSTABULARY HEADQUARTERS, WINSFORD

Present: J P Findlow, Chairman
E Lam, Vice-Chairman
R Hodson
C Oliver

M Ollerenshaw
T Savage
A Walmsley

Also present: D Cargill and M Darby
D Wilson, Audit Commission
R Bowden, RSM Bentley Jennison (Internal Audit)

Authority Officers:
L Lunn, Treasurer
M Eaton, Member Services Manager

Constabulary Officers:
B Simmons, Assistant Chief Officer
K Watkins, Director of Performance Development
R Muirhead, Head of Finance & Planning

Apologies: D Bateman and J Ebo

1. MINUTES

RESOLVED:

That the Minutes of the meeting held on 24 March 2009 be confirmed as a correct record.

2. COMPREHENSIVE AREA ASSESSMENT (CAA) FRAMEWORK

The Chairman introduced David Wilson, Audit Commission's CAA Performance Manager who gave a presentation on individual aspects of the Comprehensive Area Assessment (CAA) framework, which would impact on the Authority and Constabulary. The presentation detailed the background to the process and the progress reached in the four local authority area assessments.

Members discussed with Mr Wilson, a number of issues arising from the presentation including the workload on the Constabulary in order to meet the CAA's expectations; compilation of the assessment; and whether the scores would be used in a comparable league table.

RESOLVED:

That the progress on the 2009 Comprehensive Area Assessment in Cheshire, be noted.

3. FINAL ACCOUNTS WORKSHOP

The Treasurer presented the notes of the 2008/09 Final Accounts Workshop held on 15 June 2009. Members had received a presentation on the Statement of Accounts, which explained the key issues and the purpose of recent changes in accounting standards.

RESOLVED:

That the notes of the Final Accounts Workshop held on 15 June 2009, be received.

4. ANNUAL GOVERNANCE STATEMENT 2008/09

The Treasurer reported that the Authority was required to review annually, the effectiveness of its framework of corporate governance and report its findings in an Annual Governance Statement. The report detailed the process undertaken and the findings leading to the production of the joint Statement for the Authority and the Constabulary and a summary of the progress against each of the five key areas identified for improvement in last year's Statement. Four areas of improvement were identified for 2009/10.

Members considered the Statement and the Action Plan for 2009/10 which had been subject to a wide degree of challenge.

RESOLVED:

That the Annual Governance Statement 2008/09, subject to any amendments resulting from the external audit of the Accounts, be approved.

5. STATEMENT OF ACCOUNTS 2008/09

The Treasurer presented the Statement of Accounts for 2008/09 and outlined the statutory timetable for their publication and two outstanding issues.

Members commented that the workshop had been beneficial in enabling issues to be addressed and that the explanatory notes which accompanied the Statement of Accounts were very helpful. Members scrutinised the Statement of Accounts and discussed the financial position of the Authority.

RESOLVED:

That the Statement of Accounts for 2008/09, be approved.

6. INTERNAL AUDIT: FINAL REPORTS 2008/09

The Internal Auditor presented the two final outstanding internal audit reports from 2008/09 relating to Accounting for Fixed Assets and Review of the Annual Governance Statement.

RESOLVED:

That the report be received.

7. INTERNAL AUDIT: FINAL REPORT ON 2008/09 AUDITS

The Internal Auditor presented the Internal Audit annual report on the audits undertaken during 2008/09.

In considering the report, Members discussed several issues relating to risk management and the appointment of a risk manager; and treasury management with the Internal Auditor.

RESOLVED:

That the report be received.

8. INTERNAL AUDIT PLAN 2009/10: QUARTERLY REPORT

The Internal Auditor presented the internal audit quarterly report for April to June 2009, which detailed the progress against the Internal Audit Plan for 2009/10.

RESOLVED:

That the report be received.

9. TRIENNIAL REVIEW OF INTERNAL AUDIT: FINAL REPORT

RESOLVED:

That in the absence of the External Auditor, this matter be deferred to the Committee on 22 September 2009.

10. EXTERNAL AUDIT FEES 2009/10

The Treasurer submitted a report on the fee proposals for External Audit for 2009/10. External Audit had indicated that there may be an additional charge in respect of the 2008/09 audit.

Members discussed the possible additional charge; External Audit's allocation of resources; and the cost implications of FRS17 with the Treasurer.

RESOLVED:

That the proposed External Audit fee of £85,540 for 2009/10 be further discussed with the External Auditors and the outcome be reported to the Committee on 22 September 2009 for consideration.

11. ANTI-FRAUD FRAMEWORK

The Treasurer presented a report on the anti-fraud framework and submitted the anti-fraud procedure. The report detailed the existing measures in place which operated effectively within the Authority and Constabulary.

Members discussed a number of issues including whether the procedure applied to all staff and members of the Independent Advisory Group; and the operation of the Constabulary's and Authority's confidential reporting policies.

RESOLVED: That

- (1) the anti-fraud procedure be endorsed; and
- (2) the existing anti-fraud measures, be noted.

12. RISK MANAGEMENT & AON INSURANCE REVIEW: UPDATE

The Director of Performance Development presented a report on the Constabulary's arrangements for identifying and managing business risk and the review undertaken by AON of insurable risk. The report detailed the risk maturity review recently undertaken by Internal Audit; the high priority risks on the Strategic Risk Register; and an update on the recommendations made by AON on the risk management framework.

RESOLVED: That

- (1) the report be noted; and
- (2) a progress report be presented to the Committee on 1 December 2009.

13. POLICE AUTHORITY RISK REGISTER: QUARTERLY REVIEW

The Treasurer presented the quarterly review of the Authority's risk register, which detailed the progress against the controls, actions, scores and commented on the areas of commonality with the Constabulary's risk register review. In future risks common to both the Authority and Constabulary would be shown in an identical manner in both risk registers. There would, however, still be risks which were specific to the Constabulary and the Authority and would be shown separately in the relevant register.

RESOLVED:

That the amended Police Authority Risk Register, be approved.

14. URGENT BUSINESS
(There were no items of urgent business)

Duration of Meeting: The meeting commenced at 9.30am and concluded at 11.10am