

## Warwickshire Joint Audit and Standards Committee Meeting Agenda

Date:	Wednesday 21 <sup>st</sup> October 2020
Time:	14:00
Location:	Conference Room, Leek Wootton
Chair:	John Anderson
Vice Chair:	Gavin McArthur
Minute Taker:	Nargis Begum

**Due to current COVID-19 situation this meeting will adhere to strict social distancing / hygiene measures – hand sanitiser to be used prior to entering the meeting room and upon leaving the premises.**

**This meeting will be a mix of limited attendance plus dial-in : Dial in codes will be sent via a separate email**

### Items for Discussion

No	Item	Lead
01/21/10/2020	Welcome and Apologies	Chair
02/21/10/2020	<p><b>Committee Members' Declaration of Personal Prejudicial Interests.</b></p> <p><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></p>	Chair
03/21/10/2020	<b>Minutes of the open meeting of July 2020</b>	Chair
04/21/10/2020	<p><b>2019/20 Draft External Audit Findings Report (Paper)</b></p> <p><i>To consider the external audit findings report for 2019/20, which includes the draft opinion.</i></p>	A.Walling/L.Griffiths
05/21/10/2020	<p><b>2019/20 Draft Letters of Representation (PCC and CC)</b></p> <p><i>To consider the draft letters of representation for 2019/20</i></p>	A Walling / L Griffiths / S Ansell/ J Carruthers
06/21/10/2020	<p><b>2019/20 Audited Statement of Accounts – CC and PCC</b></p> <p><i>To note the contents and ask any questions. A training and more detailed session to discuss the</i></p>	S.Ansell/J. Carruthers / Wendy Knox

	<i>2019/20 Statement of Accounts has been held prior to the formal meeting</i>	
07/21/10/2020	<b>2019/20 External Audit Report Update (Paper)</b> <i>To consider and comment on the presented External Audit Report</i>	A.Walling / L.Griffiths
08/21/10/2020	<b>2019/20 Treasury Management Outturn Report</b> <i>To consider the outturn report on Treasury Management prior to form approval by the PCC</i>	W. Knox/ S.Ansell
10/21/10/2020	<b>ASI Assurance and Action Plan – Progress Report (paper)</b> <i>To consider the presented report.</i>	S.Russell
11/21/10/2020	<b>HMICFRS Action Plan Update Report</b> <i>To consider the presented report</i>	S.Russell
12/21/10/2020	<b>Joint Audit and Standards Committee workplan (paper)</b> <i>To consider the presented report and make any recommendations</i>	S.Ansell
13/21/10/2020	<b>Members Points</b> <i>An opportunity for members to raise queries on subjects or issues which are not necessarily agenda items.</i>	
14/21/10/2020	<b>AOB</b> <b>Meeting dates for 2019/20 and 2020/21:</b>  Wednesday 13 <sup>th</sup> January 2021 – 2pm – 4pm Wednesday 17 <sup>th</sup> March 2021 – 2pm – 4pm Wednesday 28 <sup>th</sup> July 2021 – 2pm – 4pm Wednesday 20 <sup>th</sup> October 2021 – 2pm – 4pm	All  Chair
<b>Next Meeting : Wednesday 13<sup>th</sup> January 2021 at 2pm at Leek Wootton</b>		

### Restricted Items

No	Item	Lead
09/21/10/2020	<b>Internal Audit Progress Report for 2020/21 (Paper)</b> <i>To consider the progress against the Internal Audit Workplan for 2020/21</i>	P Clarke
15/21/10/20	<b>Minutes of the Closed Meeting dated July 2020</b>	Chair
16/21/10/20	<b>Transition Report (Verbal)</b> <i>The committee will go into private session to</i>	R.Moore

	<i>discuss the progress on the transition of services covered under the S22 agreements with West Mercia</i>	
17/21/10/20	<b>Warwickshire Police Risk Register</b> (paper) <i>To consider and comment on the Warwickshire police risk register. The committee will go into private session to discuss these papers</i>	S.Russell
18/21/10/20	<b>OPCC Strategic Risk Register</b> (paper) <i>To consider the draft revised Strategic Risk Register for the PCC. The committee will go into private session to discuss these papers.</i>	S. Ansell

### Attendees

### Audit Committee Members

	<b>Name:</b>	<b>Capacity:</b>
<b>Expected Attendance:</b>	John Anderson	Chair
	David Carter	Member
	Helen Knee	Member
	Alistair Murdie	Member
	Gavin McArthur	Vice Chair

### Offices of the Police and Crime Commissioner

	<b>Name:</b>	<b>Capacity:</b>
<b>Expected Attendance:</b>	Philip Seccombe (PS)	Police & Crime Commissioner
	Neil Hewison (NH)	Chief Executive, OPCC
	Debbie Mullis (DM)	Development Lead for Standards & Integrity, OPCC
	Sara Ansell (SA)	Treasurer, OPCC

### Force

	<b>Name:</b>	<b>Capacity:</b>
<b>Expected Attendance:</b>	Richard Moore (RM)	Deputy Chief Constable
	Jeff Carruthers (JC)	Chief Finance Officer
	Wendy Knox (WK)	Hd of Accounting & Financial Control
	Steve Russell (SR)	Hd of AS & I

### Internal Audit

	<b>Name:</b>	<b>Capacity:</b>
<b>Expected Attendance:</b>	Paul Clarke (PC)	Internal Auditor, Warwickshire

### External Audit

	<b>Name:</b>	<b>Capacity:</b>
<b>Expected Attendance:</b>	Laurelin Griffiths (LG)	Grant Thornton
	Alex Walling (AW)	Grant Thornton

	<b>Name:</b>	<b>Capacity:</b>
<b>Apologies:</b>	Martin Jelley (MJ)	CC Warwickshire Police