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# Joint Audit Committee

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**DATE:** Thursday 4 December 2014

**TIME:** 2.00pm

**VENUE:** Main Conference room, Office of the Police & Crime Commissioner, St George's Chambers, St George's Street, Winchester, SO23 8AJ

**CONTACT:** Shirley Semke, 01962 871595

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## AGENDA

### ***PART 1 - MATTERS TO BE CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC***

#### **1. DECLARATION OF INTERESTS**

All members who believe they have a personal or prejudicial interest in any matter to be considered at the meeting must declare that interest and consider whether to leave the meeting whilst the matter is discussed, save for exercising any right to speak. The declaration should be made at the time of the relevant debate.

#### **2. APOLOGIES**

To receive apologies for absence.

#### **3. CHAIR'S REPORT**

**(Oral)**

The Chair to report as appropriate.

#### **4. MINUTES**

To receive, and confirm as a correct record, the public minutes of the meeting of the Committee held on 24 September 2014. To include matters arising and a review of the action log.

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**5. EXTERNAL AUDIT PROGRESS REPORT**

To consider a report of the External Auditors regarding the work they have undertaken to date for the 2014/15 year.

**6. EXTERNAL AUDIT ANNUAL AUDIT LETTER**

To consider a report of the External Auditors on the Annual Audit Letter 2013/14.

**7. OFFICE OF THE POLICE AND CRIME COMMISSIONER FOR HAMPSHIRE ANNUAL AUDIT FEE 2015/16**

To consider the Audit fees for the Office of the Police and Crime Commissioner for Hampshire for 2015/16, and the work the fee covers.

**8. CHIEF CONSTABLE FOR HAMPSHIRE CONSTABULARY ANNUAL AUDIT FEES 2015/16**

To consider the Audit fees for the Chief Constable for Hampshire for 2015/16, and the work the fee covers.

**9. INTERNAL AUDIT PROGRESS REPORT 2014/15**

To consider a report of the Chief Internal Auditor with an overview of internal audit activity against assurance work completed in accordance with the approved audit plan and to provide an overview of the status of 'live' reports.

**10. EXTERNAL ASSESSMENT OF INTERNAL AUDIT**

To consider a report of the Chief Internal Auditor with an overview of the measures currently in place to monitor and maintain internal audit effectiveness.

**11. HER MAJESTY'S INSPECTORATE OF CONSTABULARY VALUING THE POLICE REPORT**

To consider a report of HMIC regarding the Value for Money inspection.

**12. JOINT AUDIT COMMITTEE FORWARD PLAN**

To consider a report of the Chief Executive regarding the items to be considered at the next four meetings of the Joint Audit Committee.

**13. DATE OF NEXT MEETING (Verbal)**

The next meeting of the Joint Audit Committee - to be advised at the meeting.

**14. PROVISION OF INTERNAL AUDIT SERVICES**

To consider a report of the Chief Finance Officers to Hampshire Constabulary and the Police and Crime Commissioner which explores the current and alternate options for the provision of internal audit services to the Office of the Police & Crime Commissioner and the Constabulary.

**15. EXCLUSION OF PRESS AND PUBLIC**

To resolve that the public be excluded from the meeting during the following items of business, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during these items there would be disclosure to them of exempt information within Paragraph 3 & 7 of Part 1 of Schedule 12A to the Local Government Act 1972, being information relating to the financial or business affairs of any authority that hold that information and any action taken or to be taken in connection with the prevention, investigation or prosecution of crime. Further that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons set out in the report.

***PART 2 - MATTERS TO BE CONSIDERED IN PRIVATE***

**16. CONFIDENTIAL APPENDIX TO THE PROVISION OF INTERNAL AUDIT SERVICES REPORT**

To consider a confidential appendix of the Chief Finance Officers to Hampshire Constabulary and the Police and Crime Commissioner which explores the current and alternate options for the provision of internal audit services to the Office of the Police & Crime Commissioner and the Constabulary.

**17. CONFIDENTIAL MINUTES**

To receive, and confirm as a correct record, the confidential minutes of the meeting of the Committee held on 24 September 2014.

**18. OFFICE OF THE POLICE AND COMMISSIONER'S STRATEGIC RISK REGISTER UPDATE**

To consider a confidential report of the Estates, Strategy and Delivery Director for the Office of the Police and Crime Commissioner which provides the current Risk Register for the Office of the Police and Crime Commissioner.

**19. HAMPSHIRE CONSTABULARY'S STRATEGIC RISK REGISTER**

To consider a confidential report of the Strategic Risk Manager which provides the current Risk Register for Hampshire Constabulary.

**20. INTERNAL AUDIT - RISK MANAGEMENT AUDIT OUTLINE**

To consider a confidential report of the Chief Internal Auditor regarding the Terms of Reference for the next Risk Management Audit.

***MEETING CLOSED***

***PART 3 – PRIVATE DISCUSSION WITH INTERNAL AND EXTERNAL AUDITORS (IF REQUIRED)***

**ABOUT THIS AGENDA:**

This agenda is available on Police and Crime Commissioner's website ([www.hampshire-pcc.gov.uk](http://www.hampshire-pcc.gov.uk)) and can be provided, on request to 01962 871595, in alternative versions (such as large print, Braille or audio) and in alternative languages.

**ABOUT THIS MEETING:**

The press and public are welcome to attend the public sessions of the meeting.

If you have any particular access requirements, for example if you require wheelchair access or a hearing loop, please contact us on 01962 871595 in advance of the meeting to make the necessary arrangements.