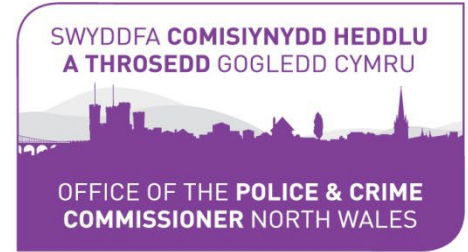




**HEDDLU
GOGLEDD CYMRU**
**NORTH WALES
POLICE**



JOINT GOVERNANCE BOARD

**6th September 2023 @ 10:00
ONLINE**

PRESENT:

Kate Jackson, OPCC Chief Finance Officer (**Chair**)
Rachel Barber, Joint Audit Committee Chair [RB]
Allan Rainford, Joint Audit Committee Member [AR]
Stephen Hughes, Chief Executive Officer [SH]
Jonathan Maddock, TIAA [JM]
Guto Edwards, Head of Finance [GE]
Sian Jones, Risk and Business Continuity Coordinator [SWJ]
Anne Matthews, Budgets and Finance Officer [AM]
James Sutton, Head of Business Intelligence [JS]
Angharad Jones, Executive Assistant (Minutes)

APOLOGIES:

Seb Phillips, Director of Finance and Resources [DFR]
Simon Williams, Corporate Services Chief Superintendent
Sarah Davies, Joint Audit Committee member
Helen Williams, Finance Control Accountant
Phil Kenyon, Force Solicitor
Stephanie Maddix, NPCC PA

359. MINUTES OF PREVIOUS MEETING 28 JUNE 2023

The board reviewed and approved the accuracy of the previous minutes.

360. ACTION LOG

Refer to separate action log for updates.

361. UPDATE ON STATUTORY ACCOUNTS – INTRODUCTION / NARRATIVE REPORT / AGS/ FUTURE OUTLOOK

Head of Finance updated the Board on the completion of the accounts for 2022/23.

It was reported that an extra month had been taken and the draft accounts were signed off at the end of June. The draft accounts are now live on the OPCC website.

Action: Link to draft Accounts to be circulated to JAC members for information.

The Finance Team regularly meet with Wales Audit ahead of the formal audit of the accounts and will next week meet the Wales Audit officers who will be undertaking the audit. An update will be provided at the JAC meeting at the end of September with a view to the accounts being ready to be signed at the December JAC meeting.

AR asked if RAAC is a big issue within North Wales Police and whether this will affect estate valuations and highlighted within the accounts.

Head of Finance to discuss with Head of Facilities and Estates when back in the office to clarify and place statement within the accounts if necessary.

Action: GE to discuss with Head of Facilities and Estates is RAAC has been found within the North Wales Police estate

RB enquired whether the scheduled JAC meeting in October is correctly timed. GE confirmed that timing is right for an update of work undertaken and can also highlight any issues arising with the accounts.

**362. a) REVIEW OF INTERNAL AND EXTERNAL AUDIT RECOMMENDATIONS
b) REVIEW OF PUBLICATIONS ISSUES BY INTERNAL AUDIT**

Finance and Budgets officer updated the meeting on all scheduled/completed internal audit work.

Issues arising since the report was issued are:

- General ledger audit has been completed and substantial assurance received.
- Eastern Area Command Unit – this may be finalised before JAC meeting but still awaiting some responses.
- Procurement audit has been completed and now in draft format. Reasonable assurance received and currently under consideration.
- New dates provided for creditors audit and likely to take place in December 2023.
- Fixed Assets audit taking part within the next couple of weeks.
- Property subject to charge will take place in February 2024.
- HR absence management complete and limited assurance given. Seven recommendations are due for implementation before the end of September. Hoping to receive updates by end of week.

Health and Safety – recommendations are outstanding by June 2023. Work on-going and lessons plans being developed and work ongoing across all areas.

It was reported that work around Health and Safety is going to be ongoing and asked members for thoughts.

GE reported that actions/issues are held up because of change in policy and actions will roll-over. Reported that it would be useful to reach a level of satisfaction that would meet TIAA's requirement.

Internal Audit agreed that it makes sense to extend deadlines until February's follow-up audit as work is ongoing. If progress can be seen, Internal Audit will be happy to sign off before finalised.

Action: AM to revise Health and Safety Management recommendations due date to February 2024.

It was reported that College of Policing are piloting a new training course in January but as a new course it will be a pilot in the first instance.

RB noted that the Audit Committee see this as a cultural change and were disappointed that timelines are not being met and need to understand whether the organisation is assured that progress is being made and that it is an improving situation. If progress can't be delivered need to ensure that risk is lessened within the organisation and that the situation continues to improve.

AM reported that the new Chief Constable is interested in this topic and has asked for quarterly updates from the Director of Finance and Resources.

AM to contact Health and Safety Manager to see if there is an improvement across the organisation.

Action: AM to contact Health and Safety Manager to be assured that improvement is being made across the organisation.

RB asked if milestones are also highlighted to ensure that progress is being made and that the deadline will be achieved. AM will also provide regular report to Joint Audit Committee and Governance Board.

363. MONITORING OFFICER ROLE FOR THE FORCE

In PK absence, SH reported that regular meetings are being held between the NWP and OPCC's monitoring officers to discuss matters arising.

RB stated that she is happy with this, and it is a good way forward.

AR asked if there were any weaknesses within the organisation that this role was to overcome or whether this role was a formality.

KJ reported that the Police were the only local authority which does not have a monitoring officer. This role strengthens PK position if there were any disputes between him and the management of the force. This role will build on the strength that's already in place and make fit-for-purpose.

364. UPDATES FROM GOVERNANCE REVIEW

SJ updated the meeting on progress made with the 2023 governance review and the recommendations arising.

Implementation plan included within the report and SJ currently working to set-up strategic meetings to review what is going on within the Force and is hoping to have governance structure in place and implemented by the end of the month.

RB stated that there are actions identified within the paper that should have been delivered as had a 30 August deadline. Clarification was sought over the dates for implementation and if completed.

SJ noted that annual leave had affected dates but by the end of September most should have been reached especially with regards to the governance structure having been implemented.

RB asked if the AGS will be updated. Head of Finance stated that this will be updated over the next few months and will attempt to do this by the October Joint Audit Committee meeting.

Action: GE/KJ/SP to update AGS by October Joint Audit Committee accounts update meeting.

RB noted that JAC would be interested in understanding the review period and how success is monitored between now and the next review.

SJ reported that the next review period is scheduled between April and June 2024 and the gatekeeper role will have a good understanding of the process and that the meetings are doing what they should be. Feedback will also be requested as this process evolves and this will be a continual review.

Action: At next JGB SJ to provide an update on how the process is working and that assurance is being provided.

JS stated that the plan looks radically different, and this was to visually make it clear how the key outcomes are mapped into governance and vice versa. The mapping is very different, and some areas streamlined. Meetings will be held monthly to ensure that work is progressing, and that assurance received that everyone is on-track with actions.

RB asked how reports are brought to the Chief Constable attention as this is not clear within the diagrams produced and therefore not clear from a Joint Audit point of view and does not provide necessary assurance.

JS reported that there is no one diagram which covers this and that other maps are available which do provide this assurance.

AR asked if the scheme of delegation review will cover the financial regulations. KJ reported that the Financial Regulations are reviewed annually, and that it would be normal for the scheme of delegation to comply with the Financial Regulations and Scheme of Consent, rather than the other way around. However, if any problems identified they would have to be reviewed earlier.

GE reported that it is hoped that Chairs of meetings will now be able to re-prioritise funding for projects within the budgets they have been allocated.

365. ASSURANCE UPDATE (BY EXCEPTION)

SJ highlighted the work that has happened since the last meeting and confirmed that the Assurance Board continues to meet every month.

Updated Risk Appetite statement has been completed and is included within the papers for discussion/information at the Joint Audit Committee meeting.

366. JAC EVALUATION

In SP absence the paper was taken as read.

RB reported that her comments had been taken into account, but that SH and KJ comments had not been incorporated as yet.

Action: Paper needs to be updated with additional comments ahead of the Joint Audit Committee meeting.

367. REVIEW OF RECOMMENDATIONS FROM JOINT AUDIT COMMITTEE

Paper taken as read and no comments raised.

368. REVIEW FORWARD WORK PLAN

Paper taken as read and no comments raised.

369. ANY OTHER BUSINESS

No other issues were raised.

DATES OF NEXT MEETINGS:

Wednesday 15th November 2023

Thursday 29th February 2024

Tuesday 18th June 2024

Wednesday 4th September 2024

Tuesday 29th October 2024