

**JOINT INDEPENDENT AUDIT COMMITTEE**

**(WEST YORKSHIRE COMBINED AUTHORITY AND WEST YORKSHIRE POLICE)**

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| **DATE OF MEETING:** | **23 FEBRUARY 2023**  |
| **TIME:** | 10:00 – Member pre-meet with Internal and External Audit10:30 – Audit Committee 13:00 – Close |
| **LOCATION:** | Meeting Room 1**,** Wellington House, 40-50 Wellington Street, Leeds, LS1 2DE |
| **MEMBERS:** |  Mike Ford, Chair

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| Jeff Colley, Member Julie Winham, Member |  |  |  |

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| **OFFICERS:** | Joanne Campbell, Internal Audit Manager, WYPJulia Clough, Head of Commissioning, WYCA (for item 8)Joanne Colley, Business Support Lead, WYCAMark Dalton, Director, Public and Social Sector, MazarsJulie Edwards, Head of Accountancy, WYPNicola Hallas, Manager, MazarsKatherine Johnson, Assistant Chief Officer, WYPBeverley Nichol, Head of Risk Management & Insurance, WYP Julie Reid, Head of Policing and Crime, WYCANeil Rickwood, Head of Audit, Risk and Assurance, WYPAngela Taylor, Director of Corporate Services, WYCA  |
| **CONTACT OFFICER:** | Carol Beanland, Business Support Lead, WYCAJoanne Colley, Business Support Lead, WYCA |

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| **AGENDA**

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| 1. Apologies
 | To note | Joanne Colley |
| 1. Declaration of Interests
 | To note | Mike Ford |
| 1. Record of Attendance
 | To note | Joanne Colley |
| 1. **Minutes – 13 October 2022 (attached)**
 | To approve | Mike Ford |
| 1. Matters Arising (see below)
 | To note | Mike Ford |
| 1. Chair’s Update (verbal report)
 | To note | Mike Ford  |
| 1. West Yorkshire Police Reports
	1. Business Update (verbal report)
	2. WYP Risk Management Update
	3. Tender Exceptions Report
		1. Internal Audit Progress Report
		2. Internal Audit Follow Up Report
		3. Charter, Strategy & Audit Plan 2023-24
		4. Anti-Fraud & Corruption Update & Action Plan
		5. Cyber Security Update
	4. Internal Audit self-assessment
	5. Draft Accounting Policies
	6. Draft Statement of Accounts
 | To noteTo noteTo noteTo noteTo noteTo noteTo noteTo noteTo noteTo noteTo recommend | Katherine JohnsonBeverley NicholKatherine JohnsonNeil RickwoodNeil RickwoodNeil RickwoodNeil RickwoodNeil RickwoodNeil RickwoodJulie EdwardsJulie Edwards |
| 1. West Yorkshire Combined Authority Reports

8.1 Business Update (verbal report)8.2 WYCA Risk Management Update8.3 Governance Framework and Review of Scheme of Consent8.4 Commissioning and Grants Strategy | To noteTo noteTo noteTo note | Julie Reid/Angela TaylorBeverley NicholJulie Reid/Angela TaylorJulia Clough |
| 1. External Audit (ISO 260) Report
 |  To note | Mark Dalton |
| 1. Audit Committee Annual Report
 |  To note | Julie Reid |
| 1. AOB
 |  | All |
| 1. Review of Actions
 | To note | Joanne Colley |

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| **Ref** | **Item and Matter Arising**  | **Relevant Officer**  |
|  | **13 October 2022** |  |
| 5.1 | Members Declaration of interests to be updated | Julie Reid |
| 5.2 | MoU in relation to Internal Audit to be changed to show ultimately responsible to Mayor and CC | Angela Taylor |
| 5.3 | Members to receive a report on Internal Audit assurance regarding the Force IT risk control environment.  | Neil Rickwood |
| 5.4 | Members to receive an annual report on the Internal Audit self-assessment (sent to members outside committee after last JIAC) | Neil Rickwood |
| 5.5 | Internal Audit self-assessment to be added to the Committee workplan | Julie Reid |
| 5.6 | Members to receive an update on Force financial planning (MTFF) as part of the regular business update to JIAC | Katherine Johnson |
| 5.7 | Members to receive updates on the Programme of Change and Force performance as part of the regular business update to Committee | Katherine Johnson |
| 5.8 | The Committee agenda to be reviewed to include WYP and WYCA business reports and updates separately | Julie Reid |
| 5.9 | Committee terms of reference to be reviewed in terms of treasury management. (Moved to June meeting) | Julie Reid |
| 5.10 | Members to receive a report on the governance changes associated with devolution | Julie Reid |
| 5.11 | Members to receive an annual report on the scheme of delegation | Julie Reid/ Angela Taylor |
| 5.12 | Interdependencies to be reviewed and noted on the Force risk report | Beverley Nichol |
| 5.13 | Members to receive an update on the internal audit of Policing and Crime commissioning activity | Angela Taylor |
| 5.14 | WYCA and WYP internal audit workplans to be reviewed for interdependencies | Angela Taylor/ Neil Rickwood |
| 5.15 | Members to receive an update on the Internal Audit report on firearms licencing | Neil Rickwood/ Joanne Campbell |
| 5.16 | Members to receive updates from the quarterly meetings between Internal Audit and Professional Standards Department as part of the Internal Audit report to Committee | Neil Rickwood/ Joanne Campbell |
| 5.17 | Members to receive an update on the Internal Audit review of site access | Neil Rickwood/ Joanne Campbell |
| 5.18 | Members to be provided with a process map relating to tender exceptions | Katherine Johnson |
| 5.19 | Anti-fraud and Anti-Corruption strategies to be reported on as part of the Internal Audit report to the next meeting | Neil Rickwood/ Joanne Campbell |
| 5.20 | Members to receive exception reports relating to significant partnerships or collaborations in advance of the next Committee meeting | All |
| 5.21 | Members to receive a copy of the latest CIPFA Guidance for Local Authority and Police Audit Committees | Angela Taylor |