

Title
JOINT BUSINESS MEETING

Date	Location	Duration
13 th July 2017	Victory House, Balliol	10:15am – 11.25am

Present:

Vera Baird – Police and Crime Commissioner (Chair)
Elaine Snaith – OPCC Chief Executive
Winton Keenen – Deputy Chief Constable
Joscelin Lawson – Director of People and Development
Mike Tait – Director of Finance and ICT
Dean Lowery – Officer of the PCC

Apologies

Steve Ashman – Chief Constable
Mike Mullen – Director of Asset Management

OPEN AGENDA

1. Minutes from the Previous Meeting

The minutes of 29th June 2017 were agreed as a true and accurate record.

2. Update on Internal Audit Work

The Director of Finance and ICT presented a report that informed the Commissioner and Chief Constable of the progress by Internal Audit against the Annual Audit Plan.

The report highlighted that the Joint Independent Audit Committee which met on the 20th June 2017 considered the detail of all audit reports in the last quarter and were satisfied with the progress that was made. The reports viewed by the Committee were as follows with further detailed individual reports made available:

- Professional Standards and Counter Fraud Arrangements – Operating Well
- Procurement – Operating Well
- Debtors – Operating Well
- Cash and Miscellaneous Income (Finance) – Satisfactory
- Main Accounting Systems – Operating Well
- Employee Claim Arrangements – Operating Well
- Complaints – Operating Well
- Payroll and Pensions – Satisfactory
- Creditors – Operating Well

The Committee also commented that they were happy that the majority of reports are being finalised as operating well.

AGREED: That the report be noted.

3. National Fraud Initiative 2016/17

The Director of Finance and ICT presented a report updating the PCC and Chief Constable on the summary outcomes following the completion of the 2016/17 National Fraud Initiative (NFI) exercise.

The NFI exercise takes place every two years and involves payroll and pension data being provided to the NFI who then produce reports of any matched payments that have the potential to be fraud.

Following receipt of the NFI report, this highlighted 416 creditor supply matches that could have been fraud. A sample was investigated, from which no instances of fraud were found. One instance of a duplicate payment was identified which is currently being dealt with by the legal department with an explanation for the issue being provided.

The NFI Payroll and Pensions data suggested 131 matches with all being investigated. These related to different types of payroll payments made to the same individual across Northumbria Police, The Department for Work and Pensions and other public sector organisations. All matches were investigated and no incidences of fraud or errors were found.

ACTION: That the report be noted

4. Group Revenue Monitoring to 31st May 2017

The Director of Finance and ICT presented the Group Revenue Monitoring position as at 31st May 2017.

The report stated that the overall Group Budget for 2017/18 was agreed at £262.543m. As at 31st May 2017 the forecast outturn position for the overall Group revenue budget is a break even position, which will require the planned use of General Reserves of £1.529m to be unchanged.

The Director of Finance highlighted that the position excludes the outcome of some operations with the financial implications of these not being clear at the present time.

ACTION: That the report be noted

5. Forward Plan

All items for the 27th July JBM items were agreed for presentation.

6. Any other Business

No further business to discuss

7. Future Meeting Date

The next meeting of the JBM will take place on 27th July 2017 at 8:30am, Forth Banks Police Station, Newcastle