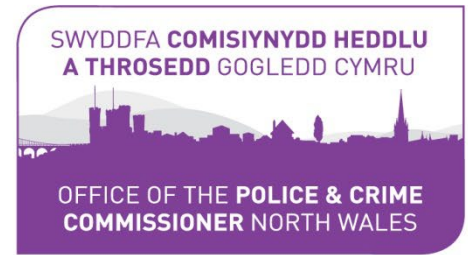




**HEDDLU
GOGLEDD CYMRU**
**NORTH WALES
POLICE**



JOINT GOVERNANCE BOARD

29th February 2024
ONLINE

PRESENT:

Kate Jackson, OPCC Chief Finance Officer (**Chair**)
Rachel Barber, Joint Audit Committee Chair [RB]
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]
Simon Williams, Corporate Services Chief Superintendent
Suzanne Oliver Personal Assistant for DFR (Minutes)

APOLOGIES:

Seb Phillips, Director of Finance and Resources [DFR]
Stephen Hughes, Chief Executive Officer [SH]
James Sutton, Head of Business Intelligence [JS]
Sarah Davies, Joint Audit Committee member
Helen Williams, Finance Control Accountant

381. MINUTES OF PREVIOUS MEETING 15th November 2023

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

382. ACTION LOG

Refer to separate action log for updates.

383. INSTIGATE REVIEW OF THE MANUAL OF GOVERNANCE AND ITS CONSTITUENT PARTS

KJ advised that the Manual of Governance which include the four documents below are looked at annually. With an election scheduled for this year and a new PCC being selected, KJ requests the board to read through the below and inform if anything needs reviewing

[Chapter 1 - Code of Corporate Governance 2021 \(northwales-pcc.gov.uk\)](http://northwales-pcc.gov.uk)

[Chapter 2 - Scheme of consent 2022.pdf \(northwales-pcc.gov.uk\)](http://northwales-pcc.gov.uk)

384. REVIEW FIRST DRAFT OF THE ANNUAL GOVERNANCE STATEMENT

GE shared the draft Annual Governance Statement, hopefully following further discussions in July with a timetable agreed the accounts should be signed off in October. GE requests the board to read through the accounts and inform of anything that need updating.

RB stated there's an annual review of the governance procedure and queried whether there's an internal review been scheduled, could potentially feed into the AGS?

SJ stated that it was agreed that due to a thorough review been conducted last year it was felt that it was too soon to carry out another review so early on and it was suggested that a light touch review would be better carried out later on in July, August of this year and reported to the JGB at the November meeting under the forward work plan. SJ requested approval of the proposal off the Joint Governance Board. RB confirmed that she was comfortable with the proposal and accepts it's the right thing to do. RB raised that any fundamental changes that go beyond the governance review that were part of the HMIC feedback, need to be followed up on that could affect the AGS draught for July. SW explained to RB that HMIC have already commenced their review in force and that it's a continuous assessment through to July with regular contact with a force liaison officer. SW supports that a light touch in April with a view to doing a more detailed review later on in the year.

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

AM presented the report on Internal and External Audit recommendations and provided updates.

AM pointed out that since the last JGB meeting a few audits have come through, all of which were substantial except for the Eastern Area Command Unit, these all involved issues relating to old /used Captors not being correctly recorded pre the new system of RMS recording. No official update has been recorded on this document as its still a working progress and a clearer picture will be provided once the full exercise has been completed.

It was noted that the fixed assets draught report has been received and finalised by TIAA which has come out as reasonable, it previously had a limited assurance, which therefore is a vast improvement. This will have a bearing on the cybersecurity recommendations. Another increase is property, which has been given a reasonable, an uplift from limited, which is a lot better. Property will still remain as an annual audit.

AM commented that HR Absence Management has been deferred until 24/25 with HR no longer having a Head of HR this has impacted on audit. A temporary adviser has been employed who will be looking at the recommendations by the revised date of 30th of April.

AM advised that the follow up audit for Health & Safety had been slightly delayed due to sickness, update will be provided at next JGB meeting.

On conclusion of AM's report SW provided the names of those new Heads within POD

Julie Brearley – Head of POD
Tracy Hawthorne – HR Advisor

386. ASSURANCE UPDATE (BY EXCEPTION)

To include details of any changes to the Governance Structure – Commissioning / Decommissioning of meetings

UPDATE ON GOVERNANCE REVIEW PROGRESS

An Assurance update report was circulated with the agenda and was taken as read.

SJ confirmed that she has now joined the National Policy Working Group, which is a bi-monthly meeting networking with the other policy leads. This group looks at best practices and lessons learnt from other forces and an opportunity to do some horizon scanning for possible national changes that might affect our policies. In addition SJ has been approached by Dyfed Powys Police who are looking to set up an All Wales Police Group to share information and some best practices in terms of risk. As previously mentioned, a request for South Wales Police risk manager to carry out a peer review of our risk process has been delayed due to absence. There has been some movement nationally from the National Police Chief's Council where Neil Ackers attends on behalf of the force. There has been a proposal that the risk managers undertake a pilot peer review of North Wales Police which needs to be agreed by NPCC members. SJ advised that there are a few Terms of References outstanding, this is mainly due to staff absences, however these are now in hand. There are a few amendments to the force governance structure which has been embedded onto the agenda for information.

RB queried whether a scoping document will be shared once the pilot around risk has been established. SJ advised that she would link in with Neil Ackers and get that confirmed.

Action: Sian Jones to link in with Neil Ackers and ascertain whether a scoping document will be shared once the pilot around risk has been established. Sian to then provide update to Rachel Barber.

387. REVIEW OF RECOMMENDATIONS FROM JOINT AUDIT COMMITTEE

GE presented the open actions relating to governance from the JAC meetings to give visibility to members of this Board and provide updates where appropriate.

388. ANNUAL REVIEW OF FINANCIAL MANAGEMENT CODE

Report was circulated with the agenda, it was unclear whether report had been read, however report has been embedded into this document for information.



FM Code 2023-24
Final.docx

GE advised that the FM code has been brought in to ensure correct standards are adhered to. GE briefly ran through report and pointed out the additions and amendments to this year's report.

RB expressed her concerns in relation to evidence obtained to support each point and suggested in order to strengthen each point, it would be beneficial to comment next to each evidence point whether these are validated by elements such as internal and external audit, sit for guidance or sit for review.

389. UPDATE RE JAC EVALUATION

DFR unable to attend meeting, however has met with the stakeholders and will prepare a report.

Action: DFR to prepare JAC report for circulation to Joint Governance Board members.

390. REVIEW FORWARD WORK PLAN

SJ requested to move the Governance Efficiency and Effectiveness review to the October meeting. Revised copy attached to document.



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391. ANY OTHER BUSINESS

No other issues were raised.

392. INTERNAL AUDIT ARRANGEMENTS

SJ confirms there have been recent developments in procuring internal audit, there is a general agreement between the 8 corporations to extend the current contract with TIAA until the end of September to enable a proper process to be carried out. There is a suggestion that because the papers had spent five weeks longer than expected in South Wales's Legal Department that an extension should be granted for a further six months to the end of March. SJ expressed concerns that if a timetable that long was agreed there would be a slight risk that other internal audit providers might challenge the extension of TIAA repeatedly instead of actually going out to tender, therefore the plan is back on track to have something in place by 1st of October. It was mentioned that the plan for this year is to carry out a normal audit plan, commencing with TIAA, who have agreed verbally to continue to work with us, and then depending on the outcome on the 1st of October TIAA will then have to orderly handover to the new assurance provider to avoid putting strain on the last two quarters. SJ mentioned that vetting for the new providers has been built in to the timetable.

SJ advised that there is a draft extension document completed which is currently in the process of being reviewed by Stephen Hughes and DFR, it will then be sent to South Wales at the beginning of next week.

RB queried whether Internal Audit has been placed on the risk register. KJ did not think so and will escalate.

DATES OF NEXT MEETINGS:

Tuesday 18th June 2024

Wednesday 4th September 2024

Tuesday 29th October 2024