

SCOTTISH POLICE
AUTHORITY

Meeting	SPA Board Meeting
Date	2 May 2018
Location	Stirling Court Hotel, Stirling
Title of Paper	Audit Committee Chair Report
Presented By	David Hume
Recommendation to Members	For Noting
Appendix Attached:	NO

PURPOSE

To provide the Board with an update on business progressed through the Audit Committee on 18 April 2018.

1. INTERNAL AUDIT REPORTS

- 1.1 It was noted that the Workforce Planning Review, HR Management Reporting Review and Risk Management Strategy papers, would now be considered at the July meeting of the Audit Committee.
- 1.2 Financial Ledger - The Committee had noted this paper and had recommended its onward progression to the Finance Committee, for information. It was noted that a report outlining the progress made against the recommendations highlighted in this paper would be provided by the CFO of PS at the July Audit Committee Meeting
- 1.3 Follow Up Q4 – Members were provided with updates in relation to the progress of actions. It was noted that a report outlining the progress made against the recommendations highlighted in this paper would be provided by the CFO of PS at the July Audit Committee Meeting
- 1.4 Progress Report - The Members noted the progress report which had been provided by Scott Moncrieff outlining a summary of the internal audit work carried out and confirming the reviews planned for the forthcoming quarter. Internal Audit has completed 7 of the 19 audits in the Internal Audit Plan for 2017/18
- 1.5 Review of Accounts Preparedness – The report notes that Police Scotland has adopted a project management approach for the accounts planning work ensuring there are sufficient controls in place to provide assurance that the production of the 2017/18 accounts will be managed effectively and within agreed timescales. The Finance team has committed considerable effort and resources to develop the 2017/18 Annual Report and Accounts Project and supporting Year-end and Property Plant and Equipment (PPE) timetables. In addition, specific steps have been taken to prevent previous year-end issues from recurring, for example the remuneration report timetable has been significantly overhauled to give sufficient time for work to be completed
- 1.6 The report by Scott Moncrieff was noted by the Members.
- 1.7 Governance – The report notes that Police Scotland has implemented an effective governance structure that is aligned to the Scottish Police Authority (SPA) governance structure and allows oversight of Police Scotland activities. In addition, the SPA and Police Scotland whistleblowing arrangements are adequate to meet minimum legislation and guidance requirements. The Members noted the Scott Moncrieff review of PS and SPA Governance.

2. NATIONAL FRAUD INITIATIVE LESSONS LEARNED

- 2.1 The Committee noted the report which provided an update on the current status of the 2018 National Fraud Initiative.

3. ANNUAL REPORTS & ACCOUNTS LESSONS LEARNED PROJECT PLAN

- 3.1 Members noted the paper which had been produced by PS and which provided an update on the approach which had developed for the production of the PS/SPA Annual Accounts, including examining the key risks involved in producing this report.
- 3.2 It was noted that the Head of Financial Accountancy would produce a reporting log on the progress being made in respect of the timetable which had been produced.

4. TECHNICAL UPDATES

- 4.1 A verbal update was provided to Members outlining the various technical updates which may affect published financial results including, but not limited to, the Government's Financial Reporting Manual, Audit Scotland Guidance and guidance from the Financial Reporting Council.

5. GOVERNANCE STATEMENTS

- 5.1 The CO of SPA provided the Committee with a verbal update on the progress being made in respect of the preparation of the Governance statements which will be included in the Annual Report.

6. SPA COMMITTEE ASSURANCE REPORTS

- 6.1 The Committee agreed to delegate the review of the Annual Assurance Reports from each Committee for onward transmission to the SPA Board.

7. GENERAL DATA PROTECTION REGULATION (GDPR) PREPAREDNESS

7.1 The Committee noted the GDPR Reports which had been provided by SPA and PS and noted that a dedicated GDPR Session had been arranged for the afternoon of 18 April 2018, following on from the Audit Committee meeting.

8. SPA & PS IMPROVEMENT TRACKERS

8.1 The Committee noted the SPA Improvement Tracker and requested that assurance be provided to the Committee that the work being undertaken in Forensics was addressing the concerns which had been highlighted and that this was incorporated into the SPA Tracker in due course.

8.2 The Committee noted the PS Improvement Tracker and requested that, going forward, that this include reporting against targets for Health and Safety be included in this report to allow the Audit Committee to provide assurance to the SPA Board in respect of this matter.

9. WHISTLEBLOWING

9.1 The Committee noted the verbal report provided by the SPA and further noted that the next Annual Update paper would be received in January 2019.

9.2 The Committee noted the PS paper and requested further breakdown of the "Others" category noted in the report to provide more meaningful review of this area of reporting.

10. SPA & PS FINANCIAL REGULATIONS

10.1 The Committee reviewed the Financial Regulations which had been prepared and suggested a number of amendments to be made to this paper before it was presented to the Board on 2 May 2018.

11. AUDIT COMMITTEE SELF-ASSESSMENT

11.1 It was noted that this matter would be presented to the Committee in due course.

12. COMMITTEE WORKPLAN

12.1 It was noted that this matter would be presented to the Committee in due course.

13. RISK MANAGEMENT

***Rationale – SPA Governance Framework Section 27 (e)** Where any of the information to be discussed is commercially sensitive, financially sensitive, relates to proposals for significant organisational change or to significant changes to the terms and conditions of staff.*

13.1 The Committee noted the PS Risk Dashboard, Risk Analysis and New Risks relating to Q4 2017/2018.

13.2 The Committee noted the SPA Risk Report.

14. ICT INCIDENTS

***Rationale – SPA Governance Framework Section 27 (b)** Where public discussion of the information may prejudice national security, legal proceedings (including misconduct or disciplinary proceedings), or police operations*

14.1 The Committee noted the report which contained information about IT incidents throughout Q1 of 2018.

15. DATA LOSS INCIDENTS & FRAUD AND THEFT REPORTING

***Rationale – SPA Governance Framework Section 27 (e)** Where any of the information to be discussed is commercially sensitive, financially sensitive, relates to proposals for significant organisational change or to significant changes to the terms and conditions of staff.*

15.1 The Committee noted the paper which contained information about theft, fraud and data loss within PS in Q1 2018.

The Audit Committee will next meet on 24 July 2018.