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STRATEGIC ALLIANCE AUDIT COMMITTEE

Draft Minutes of a Meeting of the Strategic Alliance Audit Committee held at Dillington House, Ilminster on Friday 1 September 2017 at 10.00am

Present:

Members

Devon and Cornwall

Steve Haworth (Chair) (SH)
Helen Donnellan (Vice Chair) (HD)
Jo Norton (JN)
Mark Seymour (MS)

Dorset

Colin Weston MBE JP (Chair) (CW)
Andrew Clarke (Vice Chair) (AC)
Tom Grainger (TG)
Paul Raymond (PR)
Steve Hoskins (SH)

Officers

Devon and Cornwall

Duncan Walton, Treasurer (DW)
Sandy Goscomb, Director of Finance (SG)
Lucinda Hines, Head of Technical Accounting(LH)

Dorset

John Jones, Director of Finance (JJ)
Alexis Garlick, Chief Finance Officer (AG)
Karen James, Head of Alliance Audit, Insurance & Strategic Risk (KJ)
Neal Butterworth, Alliance Accountancy Lead (NB)
Tom Smith, Governance Advisor (TS)

Strategic Alliance

ACC Sharon Taylor, Strategic Alliance (ST) (to item 6)

Other Attendees:

Emma Brough, KPMG (EB) (to item 9)
Darren Gilbert, KPMG (DG) (to item 9)
David Hill, South West Audit Partnership (DH)
Rupert Bamberger, South West Audit Partnership (RB)

Apologies:

Simon Bullock, Chief Executive, Dorset OPCC
Donna Cassidy, Business Resource Officer, Devon and Cornwall OPCC

ACTION

1. **Apologies for Absence**

Apologies for absence were received as recorded above.

2. **Declarations of Interest**

There were no declarations of interest disclosed by Members.

3. **Minutes**

It was RESOLVED:

THAT the minutes of the Independent Audit Committee meeting held on 8 June 2017 be confirmed as a true record.

4. **Action Plan Update**

4.1 Committee members commented on the need to rationalise the number of actions in the Action Plan Update. They also agreed the need to make the content more succinct and ensure updates are provided on all actions going forward. It was noted that some of the actions were complete and/or would be covered by items that were on the agenda for consideration later in the meeting.

4.2 JJ confirmed he would liaise with KJ to ensure a similar process is adopted to that followed with internal audit recommendations. This would mean that the Action Plan Update is appropriately completed for future meetings.

JJ/KJ

4.3 NB confirmed that with regard to the query raised at the last meeting, on item 5.5 "Financial Outturn Reports" regarding the overspend of £244,000 on support services, this was due to one off items which had not yet been offset by national and regional contributions (e.g. from ACPO), not included in the original budget, but which had since been agreed during the course of the year.

RESTRICTED ITEM (UNDER THE GOVERNMENT PROTECTIVE MARKING SCHEME)

5. **Police Response Investigation and Safeguarding Model (PRISM) Strategic Alliance Programme Update Report**

5.1 SG introduced a short video by DCC Paul Netherton which was shown to the Committee. DCC Netherton is leading the Policing Response Investigation and Safeguarding Model (PRISM). SG explained that PRISM is a 5 year transformational project which focuses on working closely with other partnership organisations to ensure an efficient and effective policing service.

ACTION

The aim is to ensure, through channel switching, that the Alliance Forces can offer an improved service by utilising the ever growing use of mobile devices, website and social media as alternative means of public contact e.g. via the My Crime app the user will be kept regularly updated on progress without having to speak to the relevant officer whose other time commitments may prevent them from immediately responding.

5.2 ST pointed out that there are 9 pillars of the PRISM project:

- Victims and Witnesses
- Lead Employer
- Digitisation
- Workforce
- Integrated Services
- Demand management
- Contact
- Prevention and Partnership Development
- Strategic Alliance

ST is responsible for the Contact pillar.

Strategic Alliance Programme Update Report

5.3 The purpose of the report, which was presented by ST as senior Responsible Owner of the Strategic Alliance Plan, was to set out the current position in respect of the Strategic Alliance Programme (SAP) for the months from 1 May to 30 June.

ST explained that the Strategic Alliance between the two Forces of Devon and Cornwall and Dorset has enabled different investment choices and to put in place a number of programmes that will make real cost savings going forward.

5.4 The number of business cases had increased from 26 cases to 36 since the SAP had commenced. A total of 27 business cases had been approved and 17 had gone live. A further 10 were in the implementation and consultation stages, with some of these due to go live within the next few months.

5.5 Section 5 of the report shows that the Programme is currently due to achieve annual savings of £2.320m in 2017/18. Peak savings per annum by 2022/23 have been reported as £10.6m.

5.6 ST added that total savings shown above had decreased due to changes arising during implementation, such as differences in the grading of posts. Savings were also decreasing due to the volume of posts recruited between lock-down of the structure and go live. Some departments had increased their teams since lock down for a number of very valid reasons.

ACTION

- 5.7 For example the Alliance Operations Department had gone live and since then had become the first to have a dedicated Drones team. Additionally, a decision had recently been taken to invest in new Tasers and significantly increase the number of officers carrying Tasers with the associated training that requires. As a consequence it had been necessary to add an additional 6 police staff posts in the People Department. Work had therefore been undertaken over the last month to understand and reconcile where the extra investment decisions were made. The total savings by 2022/23 would therefore be adjusted down from £12m closer to £11.4m.
- 5.8 SG confirmed that she, JJ and ST had discussed the savings against the background of the need for example to strengthen focus on intelligence against cyber-crime in view of the need to respond to changing circumstances by investing more resource in this area.
- 5.9 Reference was made to the Project Level Overview in the report and the ongoing recruitment to fill ICT vacancies which are currently at 23.35%. It was noted that to attract and retain staff within ICT is a key risk as so many of the Strategic Alliance projects are ICT reliant.

SG commented that recently there had been more success in recruiting ICT analysts and the level of vacancies has improved to 12% using more innovative recruitment methods such as Facebook and accepting CVs.

SG added that the levels of competition continued to make it difficult to recruit at the right levels and it is not simply a question of remuneration but also a skills shortage in the market. SG added that both Forces can access resource from BT which also helps.

It was RESOLVED:

That the Committee note the report.

RESTRICTED ITEM (UNDER THE GOVERNMENT PROTECTIVE MARKING SCHEME)

6. Alliance Risk Register

The purpose of the report, which was presented by ST, was to set out the Strategic Alliance Programme Risk Register (attached as appendix A to the report) as presented to the Programme Direction Group on 19 July 2017 and the Alliance Executive Board on 27 July 2017.

- 6.1 ST pointed out that some new risks only become apparent when business cases go live. However a number of lessons had been learned from earlier in the year such as early appointment of senior managers to drive through change.

ACTION

- 6.2 The Go Live Gold Group had been set up to pick up all those issues likely to arise when a new area goes live. This had proved very useful in providing advice to staff on how they would be supported in respect of systems and people changes and helped to mitigate the related risks that might arise.
- 6.3 SG confirmed that she and JJ have worked to ensure they understand the risk related to Workforce Design groups.
- 6.4 ST confirmed that the People Disparity risk had now been covered as part of the Go Live group and management of change guide.
- 6.5 ST highlighted that risk scores were not significantly high but recognised that we may not always have in place the right policies and procedures against a background of change. ST highlighted that the risk has increased but she is confident it is being mitigated.
- 6.6 Reference was made to the two high risk scores at 16. These concerned joint working arrangements which have the potential to increase staff workloads, including those of Senior Management, which combined with additional travel, could impact on all members of staff welfare and morale. This risk continued to be monitored by the Alliance Programme team and Joint Delivery Board. Skype is due to be rolled out imminently and this should reduce business travel.
- 6.7 The other high risk score of 16 concerned the complexity of the joint Finance Agresso platform which had reduced the consistency of information.
JJ confirmed that a programme lead together with consultative support had recently been recruited plus the relevant IT expertise which would enable tangible changes to be made with a view to the Agresso system becoming more effective from the start of the next financial year.
- 6.8 CW and SH asked for sight of the Force and OPCC risk registers and it was agreed that these would be provided.

It was RESOLVED:

THAT the report be noted.

7. Budget Planning Process (including timetable and key assumptions Devon and Cornwall and Dorset)

The purpose of the reports on the Budget Planning Process for both Devon and Cornwall and Dorset was to set out proposals for consideration of the annual budget for 2018/19 and the following Medium Term Finance Strategy. In both cases, Committee members were asked note the timetable involved for the budget planning process for 2018/19.

ACTION

- 7.1 Devon and Cornwall
DW commented that both Forces have in place a timetable for the annual Budget process for 2018/19 and the Medium Term Financial Strategy for the following 3 years.
The aim would be to retain separate budgets for Devon and Cornwall and Dorset as they are two separate entities. However where services are joined, the intention is for a common approach.
- 7.2 DW confirmed that the opportunity had been taken to consider wider issues such as how the precept strategy fits with that of Dorset. Once the Grant settlement had been received final decisions could then be made on the budget in early January.
- 7.3 Dorset
JJ referred to the Dorset Budget Process and confirmed that regular meetings were proposed between the Finance Officers of D&C and Dorset to ensure a consistency of approach between the four section 151 officers.
- 7.4 JJ referred to the fact that currently all 27 business cases are treated in a different way to ensure equal benefits but there is therefore a need to simplify the recharging mechanism in this respect between the two forces.

It was RESOLVED:

THAT the reports be noted.

8. **External Audit report to those charged with Governance (ISA 260)**

- a) **Devon & Cornwall**
- b) **Dorset**

The purpose of the reports which were presented by DG of KPMG, was to present the key findings in relation to the 2016/17 external audits of the Devon and Cornwall Police and Crime Commission (PCC) and Chief Constable and of the Dorset PCC and Chief Constable.

- 8.1 KPMG expected to issue unqualified audit opinions on the PCC and Chief Constables financial statements before the deadline of 30 September 2017. Three recommendations were made for D&C and four recommendations for Dorset. These were set out in Appendix 1. It was anticipated that the annual audit letter would be issued in October 2017. KPMG had also agreed an unqualified Value for Money (VFM) conclusion for both D&C PCC and Chief Constable and Dorset PCC and Chief Constable.
DG pointed out that some small disclosure adjustments to the D&C accounts are required and for Dorset accounts two adjustments were needed in relation to the property fixed asset valuations.

ACTION

- 8.2 Reference was made to the significant audit risks which included:
- Significant changes in the pensions liability due to the Local Government Pension Scheme Triennial valuation as at 31 March 2016;
 - Valuation of property, plant and equipment where, for Dorset, KPMG had challenged the approach used regarding classification of assets and usage of a PFI building (Ferndown) resulting in two adjustments to the accounts referred to above. This had resulted in a fall of £1.3m to the asset values in the balance sheet.
- 8.3 DG commented on the changes on accounting practice which would help consistency of presentation between the internal management accounts and the year end position.
- 8.4 NB referred to the fact that the accounts for both Devon and Cornwall and Dorset would be produced in future by the joint team and would have a similar look and feel.
- 8.5 He added that a report on the proposed alignment of accounting policies would be prepared for submission to the Committee in December 2017.

NB/TS

It was RESOLVED:

THAT the reports be noted.

The meeting adjourned at this point and then reconvened.

9. Final Accounts 2016/17 (including Annual Governance Statements)

The Committee considered the accounts for Devon and Cornwall Force and PCC and for Dorset Force and PCC. A set of slides was tabled. LH and NB gave a presentation of the Devon and Cornwall Force and PCC Financial Accounts 2016/17 and those for Dorset respectively and the following points were noted.

- 9.1 For the 2017/18 accounts, the revised deadlines required certification by the CFOs of the draft accounts by 31 May 2018 and approval and publication of audited accounts by 31 July 2018. the 2016/17 accounts process had been based on a practice run using the revised tighter deadlines due to be introduced for next year's accounts.
- 9.2 Dorset PCC's accounts 2016/17 showed an underspend of £0.251m, and general balances of £7.416m or 6.1% of the 2016/17 budget. Devon and Cornwall PCC's accounts showed an underspend of £4.432m and general balances of £11.892m or 4.2% of budget.

ACTION

- 9.3 Reference was made to the absence of a key team member through sickness and the excellent progress that had been achieved in the year to ensure the deadline is met next year.
- 9.4 Reference was made to movements in reserves for Devon and Cornwall Force. There was a £4.4m underspend which had been transferred to the Budget Management Fund and due to other transfers from the earmarked reserves the General Fund Balance (GFB) had increased from £6.1m to £11.8m. Some of the GFB had been used to meet the pension deficit reducing the total by £3.5m.
- 9.5 In response to JN, DW confirmed that any reserves that had been significantly reduced would be removed for clarity to avoid numerous small reserves being in place. SG added that DW had undertaken a full review of reserves in consultation with the Chief Constable as part of the 2017/18 accounts preparation and this reflects the outcome.

Dorset Force Accounts and PCC Accounts

NB gave a presentation of the Dorset Force and PCC accounts 2016/17 and the following points were noted:

- 9.6 In terms of expenses and funding analysis Dorset had recorded a small surplus of £103k and the GFB for Dorset had increased from £7.3m to £7.4m before the valuation adjustment of £1.3m (see 8b) above).
- 9.7 LH confirmed the intention to sign and publish both sets of accounts for both Devon and Cornwall and Dorset by 30 September 2017. For 2017/18 the interim audit work was scheduled for December. The outcome would be presented to the Audit Committee in March. The main audit would occur in early June with the final set of accounts produced by 31st July.
- 9.8 NB highlighted that for D&C accounts no changes were proposed to the figures and just minor changes to a couple of the notes. For Dorset accounts there was a need to reflect the £1.3m valuation change. Also, the Remuneration notes on page 35 of the OPCC accounts would need to be amended to include the 2016/17 costs of the interim CE and the previous CE's exit package.
- 9.9 In response to CW, it was confirmed that the officer pay cost on page 29 of the Dorset PCC accounts is a reconciliation figure which relates to adjustments at the year end in relation to pensions changes. It was agreed that it would help to include a note to explain this point.
- 9.10 TG referred to the opportunity to improve the clarity of the Narrative Statement to the accounts going forward and this was accepted. This will be done by including links in the document when it is published on line.

ACTION

- 9.11 JN referred to the Annual Governance Statements referring to the pensions board. SG confirmed that this is an oversight and would be included in the relevant diagram in the AGS.

It was RESOLVED:

THAT the Committee note the Accounts for Devon and Cornwall Force and PCC and for Dorset Force and PCC.

10. Treasury Management Annual Review and Actual Prudential Indicators for Devon and Cornwall and Dorset 2016/17 (closedown/handover report)

The purpose of the reports was to provide an annual report for both Devon and Cornwall and Dorset, which set out the Treasury Management position as at 31 March 2017 and the actual prudential indicators for 2016/17.

DW presented the report for D&C and the following points were noted:

Devon and Cornwall

- 10.1 The approved Treasury Management Strategy included an increase in external borrowing of £5.5m for the reasons stated in section 3.4 of the paper. In November 2016 a loan of £4.5m matured and was repaid in full.
- 10.2 An overall underspend was achieved of £107k on the Treasury Management budgets in 2016/17. Outturn figures were lower than budgeted target due to: the yield on investments being affected by the fall in interest rates in the year and interest of £10k less than predicted. Also external borrowing level was below plan. Therefore the cost of borrowing for capital investment was £111k less than budgeted rate.

Dorset

- 10.3 AG presented the report for Dorset which had been produced by Richard Bates, former Treasurer for Dorset. The report covered investment and borrowing activity for the year and included comparison with the Prudential Indicators in compliance with the CIPFA Prudential Code.
- For Dorset, interest income was better than budgeted at £150.6k compared with £130k. This was mainly because higher interest rates were achieved than budgeted (0.67% v 0.5%).
- 10.4 Average balances were £22.5m for the year which compared with a budget of £26m. Cash and investments at the year end totalled £16.4m.

ACTION

- 10.5 In response to a query, AG confirmed that the aim is to align Devon and Cornwall and Dorset Treasury Management practices more closely going forward to achieve efficiencies and potential benefits of larger scale investment.

It was RESOLVED:

THAT the Committee note the reports.

11. Public Sector Audit Appointments (PSAA) Update

The report which was presented by KJ updated Committee members on the Public Sector Appointments Process for the appointment of the external auditor.

- 11.1 The process for appointment of the new external auditors would be complete by 31 December 2017 for a 5 year period for the 2018/19 accounts.
- 11.2 It was noted that KPMG were not included in the list of successful firms against each lot shown in section 2.1 of the report. KJ confirmed that the nominations had since been received and the nomination for both Devon and Cornwall and Dorset is Grant Thornton (GT).
- 11.3 DW commented that he had some previous experience of GT at a time of changes to accounting rules and much advice had been provided at a relatively late stage from their central technical division two years in succession. It was agreed that there was a need to raise this issue with GT at an early stage.

It was RESOLVED:

THAT the Committee note the report.

12. Joint Code of Governance for Devon and Cornwall and Dorset

DW gave a verbal report.

- 12.1 This confirmed that a Joint Code of Governance for Devon and Cornwall and Dorset had been produced following agreement between the two entities that this should be a joint document. It comprises a set of Financial Regulations and Code of Governance as to how the various Committees operate and delegation to officers under the financial regulations. DW confirmed that following agreement with Dorset, he had discussed with the Chief Constable of Devon and Cornwall and he was keen to progress this work subject to legal clearance which was awaited.
- 12.2 Once signed, the document for both Devon and Cornwall and Dorset would be submitted to the JMB.

ACTION

13. Update on Structure of Independent Audit Committee

The report which was presented by KJ, updated the Committee on the structure of the Independent Audit Committee.

- 13.1 The proposals had been approved by the Chief Officers on 27 July. KJ referred to the letters of thanks which had been sent to Committee members of both Devon and Cornwall and Dorset thanking them for their support and inviting them to apply for positions on the new Committee.
- 13.2 Recruitment was currently underway and adverts had been placed with effect from 29 August, with a closing date of end of September. Shortlisting and interviews would take place around mid to end October and successful candidates would then need to be vetted in the usual way.
- 13.3 There would be an induction process in November/December. Subject to achievement of this timetable, the intention would be to hold the first meeting of the new Committee on 8 December. KJ commented that steps would be taken to invite the two chairs to offer their support at the first meeting depending on the make-up of the new Committee.
- 13.4 It was confirmed that work to process a joint Ethics Committee was on hold pending legislative changes as to how the PCC oversees complaints in particular.

It was RESOLVED:

THAT the report be noted.

14. Quarterly Debtors Report

The purpose of the report, which was presented by NB, was to inform the Committee of the latest position in respect of income owed to the Devon and Cornwall and Dorset Forces.

Following discussion it was agreed that this report was no longer required on the basis that if there is a significant debt a separate report would be provided and it would also be flagged on the risk register. Accordingly this report would be withdrawn from the agenda for future meetings.

TS/DC

It was RESOLVED:

THAT the report be noted.

ACTION

15. Movement in Reserves Position for Devon and Cornwall and Dorset over Previous 5 years

The purpose of the report, which was presented by NB, followed the request at the Committee's meeting in June for a report on the level of reserves held by Devon and Cornwall and Dorset Police over the last 5 years.

The balance of unusable reserves had increased to £3.5m in Devon and Cornwall and £1.5m in Dorset due to the unfunded deficit in pension schemes, especially the police pensions.

It was RESOLVED:

THAT the report be noted.

16. HMIC VFM Profiles for Devon and Cornwall and Dorset

The purpose of the report which was presented by DW, was to provide a comparison of key HMIC value for money statistics for the Strategic Alliance to assist the Committee in identifying financial differences between the two organisations with a view to future reports explaining some of those differences. The comparison report in appendix A showed the top 10 services where D&C spend more than Dorset and the top 10 where Dorset spends more than D&C per head of population.

DW highlighted that the HMIC VFM statistics are compiled annually based on data supplied by the Forces and OPCCs and the information is published in November from the previous year. The data in the report is therefore old as it relates to 2015/16. Although somewhat historic, the information was helpful in understanding how the two entities combined influences the ranking of the statistics, especially where joint services are offered.

The data indicated that D&C has a slightly larger budget £164.7 per head than Dorset Force £158.1 per head for the amount of people.

HD commented that she found the report very informative. JJ confirmed the intention to use the updated statistics as a basis when reviewing the business cases for the Strategic Alliance.

It was RESOLVED:

THAT the report be noted.

ACTION

RESTRICTED ITEM (UNDER THE GOVERNMENT PROTECTIVE MARKING SCHEME)

17. Risk Management Strategy

The purpose of the report, which was presented by KJ, was to update the Committee on the review of risk management arrangements and present the risk management review document in Appendix A. Appendix A to the report set out the Review of Risk Management across the four corporation soles in D&C and Dorset.

- 17.1 The latter contained a timetable of 30 recommendations. At the June Audit Committee meeting, KJ had presented the draft implementation timetable for risk management and stated that the report would be considered by Chief Officers in June/July. KJ confirmed that this would now be considered by them on 29 September.

It was noted that recommendation 11 the establishment of an Alliance Risk Assurance Board was complete, as were recommendations 26 and 27 concerning access to the Covalent system.

- 17.2 KJ referred to the work undertaken by Phil Rigg (PR), Planning and Performance Manager, D&C, which had helped to complete the gaps between the Alliance Risk register and the strategic corporate risk register. PR had consulted widely in preparing this report.

It was RESOLVED:

That the Committee note the report including the recommendations contained in appendix A.

RESTRICTED ITEM (UNDER THE GOVERNMENT PROTECTIVE MARKING SCHEME)

18. Report of Internal Audit Activity – Quarter 2 2017/18

The purpose of the report which was presented by RB of SWAP was to provide an update to the Committee on internal audit activity against plan in Q2 2017/18. The report comprised the covering paper and plan progress document (including Appendices A and B) plus a separate Appendix C (Summary of Partial Opinions) and a schedule of outstanding Priority 4 and 5 recommendations for Dorset Police, Devon and Cornwall Police and the Strategic Alliance.

- 18.1 RB referred to Appendices B and C which showed approved changes to the internal audit plan due to the reallocation of priorities.

- 18.2 Reference was made to the schedule of outstanding priority 4 and 5 recommendations.

ACTION

- 18.3 Comment was made that the latter schedule contains a number of actions showing progress which had not been completed and which had a past target date with no revised end date. KJ responded that in each case the target dates would have been agreed with the manager responsible and action would be taken so that there is regular contact with SWAP to ensure this is resolved going forward. NB pointed out that a number of actions were complete but had not been updated in the schedule. Previously he and KJ had met to run through outstanding audit actions on a monthly basis but there had been no opportunity to hold these meetings over the last 3 to 4 months. NB confirmed that he would liaise with KJ to reinstate these meetings.
- 18.4 RB commented that the aim is to allow 10 working days between the draft report and final report but it is important to consider management's views and ensure the report is accurate and fair. He added that staff absences had contributed to falling behind plan. He was reasonably comfortable that by the December meeting SWAP would have significantly caught up on progress against plan.

It was RESOLVED:

THAT the report be noted.

RESTRICTED ITEM (UNDER THE GOVERNMENT PROTECTIVE MARKING SCHEME)

19. Internal Audit – Annual Audit Opinion

The purpose of the report which was presented by RB of SWAP was to set out the Internal Audit Report and Opinion for 2016/17, including the Audit Charter.

- 19.1 The audit opinion was one of reasonable assurance for the Dorset PCC and Chief Constable and for the Devon and Cornwall (D&C) PCC and Chief Constable. The percentage of audit conclusions were broken down between substantial (11%), reasonable (40%) and partial assurance (37%). In two cases no assurance opinion had been given and the balance was advisory work.
- 19.2 Reference was made to the table illustrating SWAP performance which showed 44% of final reports issued within 10 working days of the draft discussion and an average of within 18 working days. Also the results of the SWAP Customer Satisfaction Questionnaire of 79%. The Committee agreed it would be helpful to see more detail behind how SWAP's performance is measured.

It was RESOLVED:

THAT the report be noted.

ACTION

RESTRICTED ITEM (UNDER THE GOVERNMENT PROTECTIVE MARKING SCHEME)

20. Governance/Ethics Review

- 20.1 RB of SWAP gave a verbal update on work recently undertaken by David Hill of SWAP covering the governance framework and decision making in Devon and Cornwall (D&C) Force and OPCC. The work also included a review of Ethics Committees across the Strategic Alliance and benchmarking of Ethics Committees across other police forces nationally.
- 20.2 DW commented that SWAP's review had looked at 17/18 organisations and different types of Ethics Committees and concluded that between D&C and Dorset we have the best of both. DW had liaised with Simon Bullock to ascertain Dorset PCC's views as to how best to progress this work in terms of the Strategic Alliance in conjunction with any recommendations from SWAP.
- 20.3 Subject to agreement between D&C and Dorset PCCs as to the best way forward, DW added that the new Treasurer for D&C would take this forward with an action plan to the next Committee meeting covering how meetings are administered, the structure of the committees and how they interact with each other.

RESTRICTED ITEM (UNDER THE GOVERNMENT PROTECTIVE MARKING SCHEME)

21. Update on CE and Treasurer Posts for Devon and Cornwall

21.1 Devon and Cornwall OPCC

DW gave a verbal update on the Chief Executive and Treasurer posts for D&C. DW confirmed that Fran Hughes, Assistant Director, Torbay Council had been appointed as Chief Executive and is due to start on 30 October.

Nicola Allen, Assistant County Treasurer, Devon County Council had been appointed as Treasurer and is due to start on 12 September. Both appointments had been ratified by the Police and Crime Panel. DW confirmed that he is due to retire on 17 November. This would allow for a smooth transition with a handover period for both statutory officers.

21.2 Dorset OPCC

It was confirmed that AG had been appointed as part time Chief Finance Officer for Dorset OPCC with effect from 10 July 2017 and Simon Bullock had been appointed as permanent full time Chief Executive of Dorset OPCC. Both appointments had been ratified by the Police and Crime Panel at the end of June.

ACTION

22. Any Other Business

22.1 Thanks to Members and Officers

On behalf of the Committee, SH expressed his thanks to the officers of both D&C and Dorset for their significant input into the Committee. JJ thanked members for the quality of the debate and added that members' comments and queries provide helpful challenge to management.

23. Next Meeting

The date if the next meeting was confirmed for Friday, 8 December 2017 (venue to be confirmed).