

# AUDIT PANEL

## Friday 23 September 2016

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### Record of the Meeting

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**PRESENT:**

Linda Duncan – Audit Panel Chair  
 Mike Adam – Audit Panel Member  
 John Anderson – Audit Panel Member  
 Richard Stephenson – Health and Safety Adviser to the Panel

Rebecca Lawrence – Chief Executive (Acting), MOPAC  
 Julie Norgrove – Director of Audit, Risk and Assurance, MOPAC  
 Luke Webster – Group Treasury and Investment Officer, GLA  
 Craig Mackey – Deputy Commissioner, MPS  
 Lynda McMullan – Director of Commercial and Finance, MPS  
 Roisha Hughes, Director of Strategy and Governance, MPS  
 Ch Supt Victor Olisa – Head of Strategic Inclusive and Diversity Unit  
 Nick Kettle – Strategic Manager, Safety and Health Risk Management, MPS  
 Jo Collins – Head of Risk Management, MPS  
 Paul Grady – Grant Thornton  
 Parris Williams – Grant Thornton

#### **1. APOLOGIES FOR ABSENCE, INTRODUCTIONS AND DECLARATIONS OF INTERESTS**

1.1 There were no apologies.

#### **2. RECORD OF THE MEETING HELD ON 24 JUNE 2016**

2.1 The record of the meeting on 24 June 2016 was agreed.

#### **3. MPS INCLUSION, DIVERSITY AND EQUALITIES UPDATE**

3.1 Ch Supt Victor Olisa, Head of the Strategic Inclusive and Diversity Unit, introduced the MPS Inclusion, Diversity and Equalities Update. The Panel was updated on the work of the Unit, including the review of the diversity agenda and its objectives and priority areas. The Inclusion and Diversity Strategy has been rewritten, and the Panel discussed the consultation and sign-off process and the action plan.

3.2 The Panel suggested that:

- the action plan should cover all protected categories;
- the strategy needs to demonstrate compliance with relevant legislation; and

- the strategy should be externally focused as well as internally.

3.3 The Panel asked that the strategy be submitted to its December meeting along with an action plan which can be monitored.

#### **4. MPS HEALTH AND SAFETY PERFORMANCE**

4.1 Nick Kettle, Strategic Manager, Safety and Health Risk Management in the MPS, introduced the paper outlining the key issues arising from the Health and Safety Performance Report. The Panel noted the contents of the report and the update on the health and safety maturity project.

4.2 The Panel discussed the health and safety IT software tool and requested that the December report include a timetable and action plan.

4.3 There was also a discussion on the process for the Health and Safety Assurance letters and the time it takes to validate them. It was agreed that the MPS would review the timetable to see if the process could start before 31 March in future years.

#### **5. TREASURY MANAGEMENT STRATEGY**

5.1 Luke Webster, the GLA Group Treasury and Investment Officer, introduced the Treasury Management Strategy report. MOPAC uses a shared service arrangement provided by the GLA for the delivery of the service.

5.2 The Panel noted the current Treasury Management Strategy and the arrangements in place for the delivery and management of the MOPAC Treasury Management function. It also discussed the control process, the length of the term (currently one year) and oversight.

#### **6. EXTERNAL AUDIT UPDATE REPORT 2016/17**

6.1 Paul Grady from Grant Thornton presented Grant Thornton's External Audit Update Report which outlined the final audited MOPAC/MPS statements and the engagement Grant Thornton is undertaking for auditing the 2015/16 financial statements.

6.2 The Panel noted the Report.

#### **7. DIRECTORATE OF AUDIT, RISK AND ASSURANCE PROGRESS REPORT**

7.1 Julie Norgrove, Director of Audit, Risk and Assurance in MOPAC, introduced the report summarising the work carried out by DARA in the second quarter of 2016/17 and the key areas of activity planned for the third quarter.

7.2 The Panel discussed and noted the report.

#### **8. MPS AUDIT AND INSPECTION UPDATE**

8.1 Jo Collins, Head of Risk Management in the MPS, introduced the MPS update on activity being undertaken to address the findings of limited DARA audits, the HMIC activity that is currently taking place or scheduled, and the improvements to the tracking of HMIC recommendations.

- 8.2 The Panel discussed and noted the report and requested that the December update includes the HMIC recommendations and how they map to existing change programmes.

**9. MOPAC AND MPS RISK MANAGEMENT UPDATES**

- 9.1 The Panel noted MOPAC's risk management update and MOPAC's assessment of the risk associated with the transition to the new Police and Crime Plan.
- 9.2 The Panel noted MPS's risk management update and the governance that is in place to manage the risks.

**10. GOVERNANCE UPDATES**

- 10.1 The Panel noted the MOPAC and MPS Governance updates. It also noted the structure of MPS's new Strategy and Governance Department and the ways in which the new department will help to strengthen Met HQ.

**11. MOPAC AND MPS GIFTS AND HOSPITALITY REGISTERS**

- 11.1 The Panel noted the MOPAC and MPS gifts and hospitality registers.

The meeting ended at 13:15

