

**Appendix to the minute of
meeting of Tayside Joint Police
Board of 2006.**

MINUTE of MEETING of the **AUDIT SUB-COMMITTEE** of **TAYSIDE JOINT POLICE BOARD** held in Conference Room 1, Tayside Police Headquarters, 4 West Bell Street, Dundee on Tuesday 29 August 2006 at 10.00 am.

Present: Councillors COLIN YOUNG, RON SCRIMGEOUR, JIM BARRIE and LEWIS SIMPSON.

Apologies: Apologies for absence were intimated on behalf of Depute Lord Provost CHARLES FARQUHAR OBE and Councillor IAN MACKINTOSH.

Councillor COLIN YOUNG, Convener, in the Chair.

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Audit Sub-Committee of 14 June 2006, which had been submitted to the Board on 26 June 2006, was approved as a correct record and signed by the Convener.

3. INTERNAL AUDIT PLAN UPDATE REPORT

There was submitted Report No PB50/06 by the Treasurer which provided an update on the progress of the Internal Audit Plan for 2005/2006.

The Report indicated that progress had been made in relation to the 2005/2006 Audit Plan, with five final Reports issued, one with the Force Executive for agreement of factual accuracy and one on course for completion.

The Audit Sub-Committee agreed to note the progress to date in relation to the 2005/2006 Audit Plan.

4. INTERNAL AUDIT REPORTS

There was submitted Report No PB51/06 by the Treasurer providing the Sub-Committee with the Internal Audit Reports issued since the last meeting.

The Report indicated that, as part of the Annual Audit Plan, Internal Audit issued a formal Report for each audit undertaken. Appended to the Reports were full copies of the Internal Audit Reports on IS/IT follow-up, Freedom of Information and Fleet Management follow-up.

The Sub-Committee agreed:-

- (i) to note the contents of the Internal Audit Reports; and
- (ii) to note that the Chief Internal Auditor would follow up the agreed Action Plans in due course.

5. CONTINUOUS IMPROVEMENT ACTIVITY SUMMARY REPORT

With reference to Article 4 of the minute of meeting of this Sub-Committee of 13 June 2006, there was submitted Report No PB52/06 by the Chief Constable which provided members with an update on the progress of the recent review of the standard prosecution report

process, the review of the outsourced Police Surgeon Service and the review of the role of Lead Constables.

The Report outlined a sample of the improvements which had been made and those that would be made as a result of the reviews. Progress had already been made and efforts would continue to be applied to ensure successful implementation of the outstanding recommendations. Future reports on inspection and review activity would be made available when appropriate.

The Committee agreed to note the progress made in taking forward the main recommendations of the reviews.