

**NOTTINGHAMSHIRE POLICE AND CRIME COMMISSIONER**  
**County Hall, West Bridgford, Nottingham, NG2 7QP**

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**MINUTES**  
**OF THE MEETING OF THE**  
**NOTTINGHAMSHIRE POLICE AND CRIME COMMISSIONER**  
**JOINT AUDIT & SCRUTINY PANEL**  
**HELD ON THURSDAY 30 JUNE 2016**  
**FORCE HEADQUARTERS, SHERWOOD LODGE,**  
**ARNOLD, NOTTINGHAMSHIRE NG5 8PP**  
**COMMENCING AT 2.00 PM**

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**MEMBERSHIP**

(A - denotes absent)

- A Mr Stephen Charnock (Chair)  
A Mr Leslie Ayoola  
Mr John Brooks  
Dr Phil Hodgson  
Mr Peter McKay

**OFFICERS PRESENT**

Paddy Tipping	Police and Crime Commissioner
Charlotte Radford	Chief Finance Officer, OPCC
Sue Fish	T/Chief Constable, Notts. Police
Brian Welch	Mazaars
Simon Lacey	KPMG (External Audit)
Jackie Alexander	Notts Police
Natalie Baker	Governance & Business Planning Manager
Mark Kimberley	Head of Finance, Notts Police
Phil Gilbert	Head of Strategy & Assurance. OPCC
Paul Dawkins	ACO, Finance (via video link)
Alison Fawley	Democratic Services, Notts. County Council

1. **CHAIR**

**RESOLVED 2016 / 014**

That, in the absence of Stephen Charnock, John Brooks take the Chair for this meeting.

**2) APOLOGIES FOR ABSENCE**

Apologies for absence were received from Stephen Charnock, Leslie Ayoola, Sue Fish, Andrew Cardoza, KPMG and Mike Clarkson, Mazars.

**3) DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS**

None.

**4) MINUTES OF THE PREVIOUS MEETING**

The minutes of the last meeting held on 30 June 2016, having been circulated to all Members, were taken as read and were confirmed and were signed by the Chair.

**5) EXTERNAL AUDIT OF THE ACCOUNTS 2015-16 (ISA260)**

Simon Lacey introduced the report which provided members with the results of the review of the Statement of Accounts and supporting documentation for the financial year 2015-16.

Mr Lacey informed the Panel that he anticipated that an unqualified audit opinion would be issued on the PCC and CC financial statement and that no material adjustments had been identified. There had been a number of disclosure adjustments but they had not changed the values reported and all adjustments had been made in the final version of the statements.

During discussion the following points were raised:

- The recommendation that financial statements and supporting working papers should be the subject of a robust review was noted and Charlie Radford and Mark Kimberly had met to discuss a peer review to identify areas for improvement.
- Financial deadlines were becoming tighter and planning was needed for future years.
- Work was being undertaken to ensure consistency across all three forces.

**RESOLVED 2016/015**

- 1) That the report of the External Auditor be noted and its findings be recommended to the Police and Crime Commissioner and Chief Constable.

- 2) That the letter of representation be recommended to the Police and Crime Commissioner for signing and returning to the external auditors.

6) **STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENTS FOR 2015-16**

Charlie Radford introduced the report which provided Panel members with a copy of the audited statement of accounts and annual governance statements for 2015-16.

**RESOLVED 2016/016**

- 1) That the accounts and annual governance statements be recommended to the Police and Crime Commissioner for approval.
- 2) That the accounts and annual governance statements be recommended to the Police and Crime Commissioner and Chief Constable for signing.

7) **SUMMARY STATEMENT OF ACCOUNTS 2015-16**

Charlie Radford apologised to the Panel as the summary statements of accounts 2015-16 were not available for the meeting. She proposed that the document be circulated to Panel members for comment and approval be emailed direct to her.

**RESOLVED 2016/017**

That the summary statement be recommended to the Police and Crime Commissioner for publication on the website.

8) **RESERVES AND PROVISIONS OUT TURN REPORT 2015-16**

Charlie Radford introduced the report which informed Panel members on the levels of reserves and provisions balances held at the end of the financial year 2015-16.

The position had deteriorated from the previous year as It had been necessary to use reserves to deliver a balanced budget and to meet the shortfall on savings not achieved during the year and had been identified as a risk within the Reserves Strategy and Strategic Risk Register. However the force was currently in a much healthier position and may be able to put into reserves earlier than planned.

The most significant risk is in relation to the A19 judgement but a decision is not expected for 14-15 months.

A revised copy of Appendix A which refined the JO category would be circulated to Panel members.

## **RESOLVED 2016/018**

That the report be noted

### **9) REGIONAL COLLABORATION UPDATE**

Simon Torr introduced the report which provided Panel members with an update on the progress made in relation to regional collaboration.

Nottinghamshire remained committed to providing value for money and a first class service through effective collaboration and the Delivering the Future programme. The Tri-Force collaboration had received Home Office funding which would fund projects such as the provision of a single wide area network to enable greater sharing of information, a new telephony system to link the three control rooms and a project to eliminate duplication between the Forces.

The Regional IT Transformation Programme was a portfolio of collaborative initiatives designed to support and improve efficiency and flexibility of operational policing across the region. Projects included consolidating systems and centralising functions which would share costs and realise joint benefits.

Significant savings had been made year on year through the East Midland Collaboration Human Resources Service Learning and Development (EMCHRS L&D) and the unit was working closely with the College of Policing on the development of a higher level apprenticeship programme.

## **RESOLVED 2016/019**

That the report be noted.

### **10) PUBLIC FINANCE INITIATIVE CONTRACTS (PFI)**

Jayne Gowler introduced the report which informed the Panel of the work undertaken by the East Midlands Strategic Commercial Unit (EMSCU) supplier services team to improve the management of PFI contracts for the period August 2016 – November 2017.

The next repricing exercise for the Venson PFI was due to be completed early 2017 and a number of initiatives had been introduced by supplier services to improve the contract management. EMSCU had undertaken a deep review of the Miven – Riverside PFI which would be ongoing until a satisfactory resolution was in place.

## **RESOLVED 2016/020**

That the contents of the report be noted.

**11) POLICE AND CRIME PLAN (2015-16) – ANNUAL REPORT**

The Police and Crime Commissioner introduced the report which provided the Panel with his Annual Report in respect of the Police and Crime Plan for 2015-16.

The Commissioner told the Panel that it had been a tough year financially but performance was ahead of plan. Crime in Nottinghamshire was falling faster than in most other places and Nottinghamshire was the fastest improving Force in England & Wales. Progress had been made with the Stop and Search Project and Nottinghamshire recorded one of the lowest rates in the Country and high positive outcomes. Work for 2017 included a new victims' services model and enhanced services for victims of domestic and sexual violence.

**RESOLVED 2016/021**

- 1) That the contents of the report be noted.
- 2) That any specific items for scrutiny arising from HMIC update report on page 38 of the appendix be reported to The Commissioner.

**12) STRATEGIC RISK MANAGEMENT REPORT FOR FORCE AND OPCC, QUARTER 1 2016-17**

Natalie Baker introduced the report which updated the Panel on the level of strategic risk management across the OPCC and Force.

A review of current risk management arrangements in the Force and OPCC by the new Corporate Governance and Business Planning Team was planned and a further report would be presented to the Panel at the December meeting.

**RESOLVED 2016/022**

- 1) That the contents of the report be noted.
- 2) That the Panel had received assurance as to the effectiveness of strategic risk management within Nottinghamshire Police.
- 3) That the closure of the Force's financial risk for 2015-16 due to the budget end and the new risk relating to the Force achieving its financial savings during 2016-17, as detailed in paragraph 2.2 of the report, be noted.
- 4) That the new risk relating to Resourcing the proposed Target Operating Model, as detailed in paragraph 2.3 of the report, be noted.

- 5) That the proposed revision of the Joint Risk Management Policy and Procedure be noted.

**13) INTERNAL AUDIT REPORT**

Charlie Radford and Brian Welch introduced the report which provided the Panel with an update on progress against the Internal Audit Annual Plan for 2016-17 and the findings from audits completed to date.

A follow up report on previous audit recommendations and progress made with implementation would be brought to the next meeting.

**RESOLVED 2016/023**

That the Panel had received assurance from the audits being undertaken.

**14) AUDIT AND INSPECTION REPORT QUARTER ONE 2016-17**

Natalie Baker introduced the report which provided an update to Panel members on the progress against recommendations arising from audits and inspections which had taken place within the Force during Quarter One 2016-17.

**RESOLVED: 2016/024**

- 1) That the progress made against audit and inspection recommendations be noted.
- 2) That the forthcoming audits and inspections be noted.

**15) POLICE AND CRIME COMMISSIONER'S UPDATE REPORT TO JUNE 2016**

The Commissioner introduced the report which provided an update to the Panel on progress against the refreshed Police and Crime Plan (2016-18).

**RESOLVED: 2016/025**

That the contents of the report be noted.

**15) PANEL WORK PLAN AND MEETING SCHEDULE**

**RESOLVED: 2016/026**

That the report be noted.

The meeting closed at 4.15pm

CHAIR