**MINUTES OF THE MEETING OF THE NOTTINGHAMSHIRE POLICE AND CRIME COMMISSIONER JOINT AUDIT AND SCRUTINY PANEL HELD ON FRIDAY 29 APRIL 2022 COMMENCING AT 10:00 IN THE CHAPPELL ROOM, GEDLING BOROUGH COUNCIL CIVIC CENTRE**

**MEMBERSHIP**

(A – denotes absent)

Mr Stephen Charnock (Chair) (A)
Mr Leslie Ayoola (A)
Alan Franks
Mr Peter McKay
Vacancy

**ALSO PRESENT**

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| Craig GuildfordRachel BarberNeil HarrisSharon CaddellMark LunnDan Howitt | Chief Constable, Nottinghamshire PoliceDCC, Nottinghamshire PoliceEYCEO & Monitoring Officer, OPCCMazarsHead of Strategy & Assurance |
| Mark Kimberley | CFO, Nottinghamshire Police |
| Corrina Johnson | OPCC |
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1. **APOLOGIES FOR ABSENCE**

Apologies were received from Caroline Henry – PCC, Stephen Charnock – Chair, Leslie Ayoola – Member, Donna Lawton, Chris Sutcliffe and Justine Wilson – Nottinghamshire Police.

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1. **DECLARATIONS OF INTEREST BY PANEL MEMBERS AND ATTENDEES**

None.

**3) MINUTES OF THE MEETING HELD ON 28 FEBRUARY 2022**

The minutes of the last meeting held on 28 February 2022, having been circulated to all members, were taken as read and were confirmed and signed.

**4) PROGRESS AGAINST ACTION TRACKER**

The following progress was reported:

Action 049: Visit to new Custody Suite – still outstanding – to be arranged for May 2022.

**5) MEMBERSHIP – RECRUITMENT TO VACANT PANEL POSITION**

Mark Kimberley gave an update on the recruitment process for a new panel member. There had been no applications for the post and it was agreed that the role would be readvertised, with Mark to look into the possibility of extending the advertising to the Mansfield & Ashfield Chad. It was also agreed that the advert should state that ideally applicants should have a financial background.

**6) INTERNAL AUDIT PROGRESS REPORT**

 Mark Lunn updated the meeting on the progress of the internal audit report.

**7) OUTLINE PLANNING OF EXTERNAL AUDIT PLAN 20/21**

In conjunction with the circulated report, an overview of the outline planning of the External Audit Plan for 2020/21 was given by Neil Harris.

* The plan for 2022/23 will be brought for discussion to the next JASP meeting, possibly with collaboration reports.
* GIRR did take place and although it will be finished by the end of July, there are no concerns.
* EY are currently working through the February ISO report and will share concerns once addressed.
* Mint closure has been pushed back to June.
* The 2020/21 audit planning report is still being worked on.
* The 2019/20 report will be finalised in May and will be sent to Mark Kimberley to circulate.
* Mazars £50,000 fee variation was discussed.
* Peter McKay was disappointed to note that the 2019/20 accounts had still not been signed off. Mr Harris confirmed they were just awaiting signature.
* Mark Kimberley confirmed that the 2020/21 accounts are substantially complete and would be complete by mid-May. There have been some concerns around partial transactions and accuracy of data. The Mint transaction will also be reflected in the accounts.

**8) UPDATE ON ACTIONS FROM AUDITS, INSPECTIONS & REVIEWS**

* DCC Barber discussed the recent PEEL Report. There were no major concerns with the majority of areas being adequate or good but there were a few areas for improvement including recording of crime.
* Training is now complete on the use of camera recording but it will continue to be addressed and officers reminded to use it. DCC Barber stressed that staff were not reluctant to use the equipment but were just forgetting to use it or didn’t feel it was appropriate at the time.
* Mandatory Health & Safety Training is now complete and being cascaded down. The Force are keeping in regular contact with HMIC.
* Firearms licensing has been completed.
* Sharon Caddell noted that there have been many positives come out of tackling serious youth violence and really good feedback has been received from the thematic study on national vetting.

**9) REVIEW OF OPCC, FORCE RISK MANAGEMENT ARRANGEMENTS AND PROJECT REGAIN**

* DCC Barber gave an update on risk management. Strategic risk is being reviewed and the risk register being refreshed. Moving from MFSS was a risk but the new system is in and all is going well. This is not a strategic risk and they’re now working on phase 2.
* There are some minor issues in Payroll, some relating to pensions but overall there are very low error rates and they’re in a good place for BAU.
* There have been some resource issues in that staff are tired but morale is OK as they see the new system as a positive.
* Financial resources are under pressure due to a lack of qualified, experienced staff. Training of apprentices is currently being undertaken, with more training planned. More recruitment will take place at the end of the summer as well as graduate recruitment.

**10) POLICE & CRIME COMMISSIONER’S UPDATE REPORT**

Dan Howitt gave an overview of the PCCs Update Report, including:

* Violent Crime – knife crime is slightly higher than would have been expected.
* There has been a decline in people being offered crime and prevention support and advice.
* There’s a lot of activity on targeted areas including domestic abuse reporting.
* Peter McKay asked if the findings from part two of the review into the role of PCCs could be emailed out.
* Despite funding by the PCC for crimes committed or facilitated online, more involvement is needed by the PCC in banks’ campaigns, etc.
* Mr McKay asked about misogyny cases. The Chief Constable stated that these were generally national events, e.g. after the death of Sarah Everard, and that he was happy with the way they were being handled.

**11) FORCE REPORT ON COMPLAINTS & MISCONDUCT, INVESTIGATIONS, NEW & OPEN CASES**

DCC Barber reported that Nottinghamshire was outperforming other Forces. There had been an increase in off-duty incidents and staff, particularly new recruits, were being reminded of the expected standards of behaviour when off-duty. The Force are not overly concerned about this increased and there has been a lot of intervention around “nipping things in the bud”.

**12) FORCE REPORT ON IOPC INVESTIGATIONS, RECOMMENDATIONS & ACTIONS**

The DCC gave an update on the Force report from the IPOC and maintained that relations were good.

**13) FORCE REPORT ON WHISTLEBLOWING & ANTI-FRAUD & CORRUPTION POLICIES & REVIEW OF COMPLIANCE**

The Force remain confident with their reporting procedures and appropriate referrals. Lots of work is being done, particularly around sexual harassment and inappropriate behaviour. Reports are being dealt with quickly and are being monitored. Staff are continually being educated on appropriateness.

**14) OPCC REPORT ON COMPLAINTS, INVESTIGATIONS, NEW & OPEN CASES**

Sharon Caddell gave an overview of the OPCC report and their role in dealing with complaints and working with Force to resolve them. 28 complaints were dip sampled and Mrs Caddell detailed what the results and findings of that were. The recommendation being to keep learning.

**15) FORCE REPORT ON BUSINESS CONTINUITY COMPLIANCE & ASSURANCE TESTING & EXERCISING**

Progress is being made against the business continuity plan – lots of testing was able to be done during Covid.

**16) PSAA**

Mark Kimberley confirmed that PSAA had been appointed to undertake the appointment of External Auditors on behalf of the PCC and CC. The process has now started and a request for tenders was made on 7th April with a closing date in July after which they will then be reviewed.

**17) REVIEW ONGOING PROGRAMME FOR JASP**

 **PROPOSED MOVE OF NEXT MEETING FROM 28 JULY 2022 TO 10/11 AUGUST 2022**

Next meeting confirmed for Wednesday 10th August 2022.

Alan Franks asked the valuable contribution that DCC Barber has made over the years to be noted with thanks. ACC Steve Cooper will replace DCC Barber when she retires on 4th July.