

MINUTES OF THE MEETING OF THE NOTTINGHAMSHIRE POLICE AND CRIME COMMISSIONER JOINT AUDIT AND SCRUTINY PANEL HELD ON WEDNESDAY 29TH MAY 2019 AT NOTTINGHAMSHIRE COUNTY COUNCIL, COUNTY HALL, NOTTINGHAM NG2 7QP, COMMENCING AT 10AM

MEMBERSHIP

(A – denotes absent)

Mr Stephen Charnock (Chair)

Mr Leslie Ayoola

Dr Phil Hodgson **A**

Mr Peter McKay

Vacancy

ALSO PRESENT

Sara Allmond	Democratic Services, Nottinghamshire County Council
Rachel Barber	Deputy Chief Constable (DCC), Nottinghamshire Police
Neil Harris	Ernst Young
Chris Hewitt	Ernst Young
Mark Kimberley	Head of Finance, Nottinghamshire Police
Charlie Radford	Chief Finance Officer, NOPCC
David Shire	Equality and Diversity Projects Support Officer, NOPCC
Paddy Tipping	Nottinghamshire Police and Crime Commissioner
Brian Welch	Mazars
Neil Williams	Chief Inspector, Nottinghamshire Police

1) APOLOGIES FOR ABSENCE

Apologies for absence were received from Dr. Phil Hodgson and Craig Guilford, Chief Constable Notts Police

2) DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

None

3) MINUTES OF THE PREVIOUS MEETING

The minutes of the last meeting held on 22 February 2019, having been circulated to all members, were taken as read and were confirmed and signed by the Chair with an amendment to resolution 2019/020 to read “To note the report” and that the resolution number for item 16 be amended to “2019/024”.

4) **PROGRESS AGAINST ACTION TRACKER**

Action 012: It was agreed that for each very high risk, the force lead would be invited to JASP to brief the Panel on the current status and this would be added to the work programme commencing with an overview of MFSS transition to Fusion at the July meeting.

Action 014: Noted

Action016: The report was expected to be published in July.

Action 20: Update to be received later on the agenda, complete and close

Action 021: Update to be received later in the agenda, complete and close

Action 022: Complete and close

5) **PROVISIONAL REVENUE BUDGET OUTTURN REPORT 2018/19**

Mark Kimberley introduced the report which provided an update on the provisional financial outturn position against the original budget for Nottinghamshire Police as at 31st March 2019.

During discussion of the report, the following point was raised:

- The difference in the figures for the People Services section was discussed and it was agreed that a briefing note on this would be circulated to members.

RESOLVED 2019/025

- 1) To note the outturn position for each legal entity and the net position for the Group:

Entity	Budget	Actual	Variance to Budget
	£'000	£'000	£'000
Force	188,189	189,043	854
OPCC	4,911	4,911	
	193,100	193,954	854

- 2) That the Panel recommends that the Police and Crime Commissioner approves the transfer from the Medium Term Financial Plan (MTFP) reserve to meet the overspend set out above.

6) **PROVISIONAL CAPITAL OUTTURN REPORT 2018-19**

Mark Kimberley introduced the report which provided an update on the financial outturn position for capital as at 31st March 2019 (Period 12, Quarter 4).

During discussion, the following point was raised:

- The development of the Bridewell Custody Suite was progressing and it was expected to be completed within the original schedule.

RESOLVED: 2019/026

To recommend that the Police and Crime Commissioner approves the green and amber slippage requests as set out in Appendix B of the report.

7) TREASURY MANAGEMENT YEAR END REPORT

Charlie Radford introduced the report which provided details of compliance with the Treasury Management Strategy and prudential indicators for 2018-19.

RESOLVED: 2019/027

That the Panel received assurance from the information contained within the report.

8) INTERNAL AUDIT ANNUAL ASSURANCE REPORT

Brian Welch of Mazars introduced the report which provided details of the work undertaken by internal audit during 2018/19.

During discussions the following points were raised:

- The lower number of limited assurance outcomes was noted
- MFSS – a large amount of hard work was being undertaken to attempt to bring the service up to an acceptable standard.
- Health and Safety – new staff now embedded. Confident the service is now where it needed to be.
- GDPR – A lot of work was being undertaken to make improvements and this was moving in the right direction.
- Property Management – the limited assurance finding was disappointing. A meeting was planned to look into what was needed to resolve the issues identified. There was a large amount of good work undertaken as well in property management.

RESOLVED: 2019/028

To receive assurance from the information contained within the report.

9) **DRAFT STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENTS FOR 2018-19**

Mark Kimberley introduced the report and circulated copies of appendices A and B which were marked as to follow.

During consideration of this item the meeting adjourned from 11.09am to 11.20am due to a fire alarm evacuation.

During discussions the following points were raised:

- The Big Red Button had not been used this year. It was felt that the product was more suited to local authorities and had not been configured to work with the more complex financial situation of the Force and OPCC.
- The work undertaken to bring the Big Red Button in had helped in preparing the accounts this year so trialling it had not been a waste of time and effort.
- There were a couple of places where the service was still single person dependent and this was being looked at to try and mitigate, including developing better processes and notes relating to it so that the knowledge and information on how to tackle each stage was recorded.
- The process had felt far less stressful this year.
- The restructure of the Information Systems (IS) department would allow ICT to become an enabler.

RESOLVED: 2019/029

That members would consider the draft reports and feedback their comments in advance of the July meeting.

AGENDA ORDER

The Chairman agreed to change the order of the agenda to allow Chief Inspector Neil Williams to give his presentation at this point in the meeting.

12) **AUDIT AND INSPECTION UPDATE**

Chief Inspector Neil Williams gave a presentation on the use of force and ...

During discussion, the following points were made:

- The force were working towards a higher compliance rate for reporting the use of force by making changes to the Niche system which would enable more automatic recording. This depended on when the system could be updated. In the meantime communications will be sent out to remind officers of the need to report the use of force.

- The force were in line with other forces in terms of reporting levels, with higher level use of force reported more consistently.
- The info graphs and raw data was published live on the website. Members expressed an interest in receiving the data at a future meeting.

RESOLVED: 2019/030

To note the information contained within the report and the presentation.

10) EXTERNAL AUDIT PLAN, FEES AND METHOD STATEMENT 2018-19

Neil Harris, of Ernst Young introduced the report which provided details of the proposed external audit plan covering the audit of the Accounts for 2018-19, and details of the proposed audit fee and method statement for delivery of the audit.

During discussions the following point was raised:

- A staffing resource issue was highlighted with members to advise that some audits may need to be delayed whilst recruitment was carried out. The audit of the accounts would still proceed and the accounts could still be published if the audit had not been completed by the deadline.

RESOLVED: 2019/031

- 1) To approve the External Audit Plan as set out in Appendix A of the report.
- 2) To approve the proposed audit fees for the Police and Crime Commissioner and the Chief Constable as set out in Appendix B of the report.
- 3) To approve the Method Statement as set out in Appendix C of the report.

11) STRATEGIC RISK MANAGEMENT REPORT FOR FORCE AND NOTTINGHAMSHIRE POLICE AND CRIME COMMISSIONER (PCC), QUARTER 1, 2019/20

DCC Rachel Barber introduced the report which provided an up to date picture of strategic risk management across the Force and the Nottinghamshire Office of the Police and Crime Commissioner (NOPCC).

During discussions the following point was raised:

- The Panel asked for an updated briefing on the new force model

RESOLVED: 2019/032

- 1) To note the current approach to strategic risk management and considers the assurance that this report provides as to the effectiveness of those arrangements within the Force and NOPCC.
- 2) To note the three very high strategic risks on the Force's risk register namely, Multi-Force Shared Service (MFSS) transfer of payroll system to the new Fusion solution, compliance with the new General Data Protection Regulations (GDPR), and the building of the new Bridewell custody facility.
- 3) In relation to the Force's Strategic risk register, note the addition of one new medium risk, Stabilisation of the new Force model and the accompanying mitigation.
- 4) To note the high risks relating to the NOPCC, Multi-Force Shared Service (MFSS) transfer of payroll system to the new Fusion solution, the uncertainty in relation to the announcement of the comprehensive spending review and the police funding formula, and the risk relating to having no agreed funding in place for sexual violence support service in the county.
- 5) To note the information contained in Appendix 3 of the report – which outlines more in-depth explanations of the mitigation in place in relation to the Force's very high level strategic risks.

13) POLICE AND CRIME COMMISSIONER'S UPDATE REPORT TO JANUARY 2019

During discussions the following points were raised:

- Restorative Justice was currently not used enough and this was being looked into.

RESOLVED: 2019/033

To note the contents of the report.

14) COMPLAINTS AND MISCONDUCT INVESTIGATIONS

DCC Rachel Barber introduced the report which provided an update on new and open cases relating to complaints and misconduct investigations over the previous 12 months.

RESOLVED: 2019/034

To note the contents of the report

15) INDEPENDENT OFFICER FOR POLICE CONDUCT (IOPC) INVESTIGATIONS, RECOMMENDATIONS AND ACTIONS

DCC Rachel Barber introduced the report which provided an update in respect of complaint and conduct matters which had been referred by Nottinghamshire

Police to the Independent Office for Police Conduct (IOPC) during the period 1st October 2018 to 31st March 2019, together with relevant recommendations and actions.

RESOLVED 2019/035

- 1) That the panel received assurance that Nottinghamshire Police work in adherence to Approved Professional Practice (APP) and the operational guidance issued by the National Police Chief's Council (NPCC) when managing the risk of suicide to persons under investigation for online child sexual exploitation and abuse.
- 2) That the panel received assurance that Nottinghamshire Police is transparent in referring itself to the IOPC in relation to all instances which meeting the criteria as defined in paragraph 4.1 of the report.

16) PROFESSIONAL STANDARDS CONFIDENTIAL REPORTING PROCEDURE (WHISTLE-BLOWING)

DCC Rachel Barber introduced the report which provided an update on the Professional Standards Confidential Reporting Procedure, including how those who make reports are supported and confidentiality.

RESOLVED 2019/036

- 1) That the panel received assurance from the processes in place relating to confidential reporting as detailed within the report.
- 2) That the panel received assurance that Nottinghamshire Police Professional; Standards Directorate actively seeks information and intelligence from a variety of sources in order to prevent corruption.

17) BUSINESS CONTINUITY REPORT – CURRENT STATUS AND FUTURE PLANS

DCC Rachel Barber introduced the report which provided an update on progress against the Business Continuity completion and testing timetable.

During discussions the following point was raised:

- An update on the Custody 'Deep Dive' to be brought to a future meeting

RESOLVED 2019/037

- 1) That the progress made against the 2018 Business Continuity timetable be noted.
- 2) That the areas chosen for 'Deep Dive' testing through 2019-20 be noted.

18) JOINT AUDIT AND SCRUTINY PANEL PROPOSED WORK PLAN 2019-20

RESOLVED 2019/038

To note and agree the proposed work plan for 2019-2020.

19) SUMMARY OF ACTIONS

RESOLVED 2019/039

To include the following on the action tracker:

Action 023: Action arising from provisional revenue outturn report – briefing note on People Services in appendix A of the report to be circulated to members.

Action 024: Use of force info graphs and raw data to be brought to a future meeting

Action 025: Panel to receive an update on the new Force Model at Force HQ

Action 026: Panel to receive an update on the Custody 'Deep Dive' scheduled for July 2019 at a future meeting.

The meeting closed at 12.31pm

CHAIR