



---

NOTTINGHAMSHIRE  
**POLICE**

---

PROUD TO SERVE

**The Chief Constable of  
Nottinghamshire  
Statement of Accounts  
2014-2015**

# The Chief Constable of Nottinghamshire Statement of Accounts Contents Page

## PAGE

Explanatory Foreword .....	3
Statement of Responsibilities .....	8
Comprehensive Income and Expenditure Statement.....	10
Movement in Reserves Statement .....	11
Balance Sheet.....	11
Cash Flow Statement.....	11
Notes to the Accounts (including Accounting Policies) .....	12
Report of the Auditor to The Chief Constable of Nottinghamshire.....	19
Annual Governance Statement .....	22
Glossary of Terms.....	29

## Explanatory Foreword

### 1 Introduction

This is the Statement of Accounts for the legal entity of the Chief Constable as created under the Police Reform and Social Responsibility Act 2011 (The Act). The Act was a major reform to the governance of policing. It created two legal entities the Chief Constable of Nottinghamshire (CCN) and the Police & Crime Commissioner (the Commissioner).

Each legal entity is required to produce its own Statement of Accounts and Annual Governance Statement. The Accounts are consolidated into the Group Accounts (the Group) of the Police & Crime Commissioner and therefore the Chief Constable's accounts are similar to those of a subsidiary company in the private sector.

The resources provided by the Commissioner to the Chief Constable are used to achieve the requirements of the Police & Crime Plan (the Plan) and the Commissioner holds the Chief Constable to account in relation to delivery against the Plan. Based upon this principle these accounts reflect the cost of the service that the Chief Constable has provided in the achievement of the Plan.

The format of these accounts was reviewed following stage 2 of the transition – it was considered that no further amendments were required as the transfers to the Chief Constable from the Commissioner had already been reflected.

### 2 Purpose

The purpose of this foreword is to provide a clear guide to the most significant matters reported in the Statement of Accounts. The values within the financial statements have been rounded to an appropriate level. This rounding does in some cases cause some statements to appear mathematically incorrect by a small value.

### 3 The Financial Statements

The Accounts are prepared in accordance with the Code of Practice on Local Authority Accounting 2014-2015 (The Code) which fully incorporates International Financial Reporting Standards (IFRS). The Auditors opinion will be provided in one report that will be included in the Group Statement of Accounts.

The main sections contained within the Statement of Accounts are:

- **Annual Governance Statement (Page 22)**  
This sets out governance arrangements
- **The Statement of Responsibilities (Page 8)**  
This sets out the respective responsibilities of the Chief Constable of Nottinghamshire and the Chief Financial Officer and also includes the signed certificate of approval
- **The Report of the Auditors (Page 19)**  
This gives the major findings of the external audit and the audit opinion

- **Comprehensive Income & Expenditure Statement (Page 10)**  
This Statement shows the accounting cost in the year of providing services in accordance with The Code
- **Movement in Reserves Statement (Page 11)**  
This statement shows how the surplus or deficit of the year has affected the reserves held on the Balance Sheet
- **Balance Sheet (Page 11)**  
This statement shows the assets and liabilities
- **Cash Flow Statement (Page 11)**  
The Chief Constable holds no cash and cash equivalents
- **Notes to the Accounts including Accounting Policies (Page 12)**  
These provide additional information concerning items in the above statements and additional relevant information, including the relevant accounting policies. The accounting policies are congruent with policies as adopted by the Commissioner

#### 4 Governance Arrangements

The Chief Constable of Nottinghamshire is responsible for the operational activities of the Force. This responsibility is discharged in accordance with statutory requirements, the Oath of Police Officers, the Police Discipline Code, Police Regulations and the Scheme of Delegation. There is joint responsibility with the Commissioner for ensuring that public money is safeguarded, properly accounted for, and used economically, efficiently and effectively. In discharging this accountability senior officers are responsible for putting in place proper procedures for the governance and the stewardship of the resources at their disposal. The annual review of the system of Governance and Internal Control has been included within the arrangements for the Annual Governance Statement. The Annual Governance Statement details how the right things are done, in the right way, for the people of Nottinghamshire, in a timely, inclusive, open, honest and accountable manner.

#### 5 Budget Management Statement

Actual 2013-14 £m	Revenue Expenditure	Budget 2014-15 £m	Actual 2014-15 £m	Variance + (-) £m	NOTE
157.7	Employee Costs	157.1	157.7	0.6	1
6.5	Premises Maintenance	5.7	5.9	0.2	2
6.2	Transport	6.4	6.4	0.0	3
14.6	Supplies and Services	16.0	15.0	-1.0	4
7.7	Agency costs	8.0	7.8	-0.2	5,6
3.5	Capital Financing	4.4	3.6	-0.8	7
4.3	Pensions	3.7	4.0	0.3	8
-4.8	Income	-5.5	-7.0	-1.5	9
<b>195.7</b>	<b>Net Expenditure</b>	<b>195.8</b>	<b>193.4</b>	<b>-2.4</b>	
-1.6	Contribution From Reserves	-2.0	-3.7	-1.7	10
<b>194.1</b>	<b>Net Budget Requirement</b>	<b>193.8</b>	<b>189.7</b>	<b>-4.1</b>	

**Notes:**

<b>1</b>	<p>The small movement year on year is partly due to the full year impact of the 2013/14 payrise and part year for 2014/15; additional resource required to deliver projects such as Designing the Future (DTF) and the Multi Force Shared Service (MFSS) implementation; this has been offset by additional officer leavers.</p> <p>The variance against budget is largely due to not achieving the efficiency for overtime and vacancy overlay.</p>
<b>2</b>	<p>The decrease in expenditure year on year is largely due to reduced repairs spend of £0.2m where tight control has been maintained and only essential repairs taking place; lower energy costs £0.1m; and rent and rates £0.2m due to a number of rebates and review of the estates strategy.</p> <p>The variance against budget is largely due to not achieving the efficiency overlay.</p>
<b>3</b>	<p>The increase in expenditure year on year is across numerous projects.</p>
<b>4</b>	<p>The reduction in expenditure year on year is mainly due to the transfer of the cost for operating the helicopter £0.3m to a national agreement and now falls within Agency costs below.</p> <p>The increase in expenditure versus budget is largely due to not achieving all the efficiency targets set in the budget; increased costs within Communications &amp; computing; charges for interrogating mobile devices; and consultancy fees of which some has been on transformation projects and offset by additional income from regional partners.</p>
<b>5</b>	<p>The increase in expenditure year on year is mainly due to increased regional collaboration contributions where the helicopter service has now transferred to a national arrangement; partly offset by savings generated within the region. These activities/services also include legal, learning &amp; development, occupational health services, forensics, and East Midlands serious &amp; organised crime function.</p> <p>The saving versus budget reflects lower estate agents fees than anticipated and lower payments to partner agencies.</p>
<b>6</b>	<p>The increase in expenditure year on year reflects higher interest payments and an increased minimum revenue provision (MRP) charge reflecting the capital spend from 2013/14.</p>
<b>7</b>	<p>Reflects the number of officers leaving on medical retirements being higher than anticipated in the budget. Although the budget took into account cases that were known and assumed a certain level of new cases, this was below the actual number settled during the year. However, 2014/15 has seen a decrease on 2013/14 largely due to continued efforts when reviewing each case.</p>
<b>8</b>	<p>The increase in income versus budget was largely due to mutual aid income £0.4m which was budgeted as by its very nature is not known; and prosecution costs recovered £0.3m.</p>
<b>9</b>	<p>The budget was based on release of £2.0m from reserves to cover the additional costs involved in delivering the DTF project and to offset the overspend versus funding.</p>
<b>10</b>	<p>Increase in use of reserves was due to the shortfall on planned savings delivered in year.</p>

## 6 Review of 2014-2015 - Chris Eyre, Chief Constable

Nottinghamshire Police is an outstanding police force, determined to deliver exceptional service to the communities of Nottingham and Nottinghamshire. Since 2010 we have merged all our specialist crime units with those of Derbyshire, Leicestershire, Lincolnshire and Northants to target the most serious criminals and terrorists who present the greatest risks to our society, whilst making substantial savings.

Over the last twelve months we have continued to develop our operating model, collaborating with other police forces to deliver specialist services at less cost, restructuring our support services to improve efficiency, and building local policing services that are integrated with other public agencies. All of this focusses our increasingly scarce resources on the needs of the vulnerable and the risks our communities face from crime, disorder, and dangerous people.

In October 2014 our Specialist Operational Units (Police Dogs, Armed Response, Specialist Firearms, Road Death Investigation, Roads Policing and Operational Planning) combined with similar units in Lincolnshire, Northants and Leicestershire to form a single specialist department. (EMOpSS) Before this collaboration Nottinghamshire already had the most efficient specialist departments in the region, this allows further savings to be possible.

In January 2015 we merged our Criminal Justice Department with those from Lincolnshire, Northants and Leicestershire to form EMCJS. This new unit is ensuring that we work effectively with our partners in the Criminal Justice System and has allowed to align our procedures to make savings and deliver a consistent high quality service to victims and the CJS. We will build on this work to continue to improve our service to victims of crime and to make sure that offenders are swiftly and proportionately brought to justice.

The staff who work in our support services - delivering our ICT, managing our finances, supporting and developing our estate and vehicles, managing our HR and our corporate services – have spent much of the last year leading and supporting the restructuring of the force while planning the reorganisation of their own departments. We are in the process of merging our units in Nottinghamshire with those in Northamptonshire to allow both organisations to maximise our efficiency and make significant savings. I am very proud of the professionalism and commitment they have shown throughout and their determination to build a new service model that will ensure effective operational policing across Nottinghamshire and Northants.

At a local level we have been working with the City, County and District Councils, and with Nottinghamshire Fire and Rescue to redesign local services to deliver better service to our communities at less cost. I am delighted that the work we have been doing in Nottingham for the last seven years has been recognised as the national template for such work and is being promoted by the Home Office to other forces and local authorities across the country.

The financial context for all of this work is stark. The way that the national funding formula is applied by the Government means that Nottinghamshire loses about £10m funding per annum before the Government applies the cuts. Then because less money is raised through local police precept in Nottinghamshire than in other forces, we have been much harder hit by the cuts. Previous under funding against the formula has meant that significant levels of reserves do not exist. The Commissioner and I are determined that as the number of Police Officers, PCSOs and operational police staff reduce as a consequence of the cuts we continue to provide the best possible service to our communities.

## **7 Pensions**

Both Police Officers and Police Staff participate in different defined benefit pension schemes. These provide members with retirement lump sums and monthly pensions related to pay and service. The Police Officers scheme is unfunded and met by payments from the Home Office. Police Staff may join the Local Government Pension Scheme (LGPS); this is a funded scheme administered by Nottinghamshire County Council.

Pension Costs are included in the cost of service provision. The CIES includes the cost of pensions at current service cost adjustment.

## **8 Accounting Policies**

The Accounting Policies have been harmonised with the Commissioner. The only amendment related to an increase in capital de-minimis levels from £0.010m to £0.015m. The Accounting Policies included here are the ones relevant to this year's accounts, and are included within the relevant Notes to the Accounts.

## **9 Post Balance Sheet Events**

There are no post balance sheet events.

## **10 Joint Operations**

There are a number of regional collaborations in place where the Chief Constable and Commissioner have entered into collaboration agreements for the provision of particular services. These are included in the CIES as a cost against the specific category of expenditure. This includes operational and support functions. The detailed accounts relating to the Joint Operations (JO) are provided in the Group Accounts.

## **11 Future Outlook**

Over the next couple of years a review at national level of the Funding Formula will take place, which together with austerity cuts in grant funding will impact on the resources available.

## **12 Going Concern**

The Accounts have been prepared on the basis that the Chief Constable is a going concern.

## **Statement of Responsibilities**

### **The Chief Constable of Nottinghamshire's Responsibilities**

The Chief Constable is required to:

- Make arrangements for the proper administration of its financial affairs and to secure that one of its officers has responsibility for the administration of those affairs. The Chief Constable has designated this undertaking to the Temporary Chief Financial Officer
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets
- Ensure that there is an adequate Annual Governance Statement
- Approve the Statement of Accounts

### **The Chief Financial Officer Responsibilities**

The Chief Financial Officer is responsible for the preparation of the Chief Constable's Statement of Accounts in accordance with proper practices as set out in the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom. The statement is required to present fairly, the financial position of the Chief Constable at the accounting date and its Income and Expenditure for the year ended 31 March 2015.

In preparing the Accounts, the Chief Financial Officer has:

- Selected suitable Accounting Policies and then applied them consistently
- Made judgements and estimates that are reasonable and prudent
- Complied with the Code of Practice
- Kept proper records which are up to date
- Taken reasonable steps for the prevention and detection of fraud and other irregularities

I certify that in my opinion the Statement of Accounts present a true and fair view of the financial position of the Chief Constable of Nottinghamshire at 31 March 2015 and its Income and Expenditure for the year ended 31 March 2015.

**G Jones ACMA CGMA**  
**Joint Head of Finance**  
**Chief Financial Officer to the Chief Constable of Nottinghamshire**

I certify as the Chief Constable of Nottinghamshire that the Statement of Accounts presents a true and fair view of the financial position of the Chief Constable of Nottinghamshire at 31 March 2015 and its income and expenditure for the year ended 31 March 2015.

**Chris Eyre**  
**Chief Constable of Nottinghamshire**

**24 September 2015**



## **Core Financial Statements**

- CS1 Comprehensive Income and Expenditure Statement
- CS2 Movement in Reserves Statement
- CS3 Balance Sheet
- CS4 Cash Flow Statement

## CS1 Comprehensive Income and Expenditure Statement

2013-2014				2014-2015		
Gross Exp' £000	Gross Income £000	CCN Net Exp' £000		Gross Exp' £000	Gross Income £000	CCN Net Exp' £000
108,271	-5,258	103,013	Local Policing	105,589	-5,630	99,959
19,388	-310	19,078	Dealing with the Public	18,892	-406	18,486
18,272	-1,107	17,165	Criminal Justice Arrangements	19,396	-1,309	18,087
6,137	-2,563	3,574	Road Policing	6,253	-2,046	4,207
11,314	-705	10,609	Specialist Operations	10,931	-1,123	9,808
15,449	-986	14,463	Intelligence	11,957	-1,174	10,783
46,536	-1,168	45,368	Investigation	43,038	-1,457	41,581
7,766	-51	7,715	Investigative Support	7,506	-134	7,372
5,594	-3,330	2,264	National Policing	5,124	-3,312	1,812
216	0	216	Corporate and Democratic Core	244	0	244
73	0	73	Non Distributed Costs	777	0	777
0	-123,060	-123,060	Funding from Commissioner	0	-221,332	-221,332
<b>239,016</b>	<b>-138,538</b>	<b>100,478</b>	<b>Cost Of Services</b>	<b>229,707</b>	<b>-237,923</b>	<b>-8,216</b>
			<b>Financing and Investment Income &amp; Expenditure -</b>			
98,466	-106,968	-8,502	pensions interest	101,310	-18,629	82,681
<b>337,482</b>	<b>-245,506</b>	<b>91,976</b>	<b>Surplus (-) or Deficit on Provision of Services</b>	<b>331,017</b>	<b>-256,552</b>	<b>74,465</b>
			<b>Other Comprehensive Income &amp; Expenditure - Pension</b>			
		-102,425	Fund Adjustment under regulations			252,424
		<b>-10,449</b>	<b>Total Comprehensive Income &amp; Expenditure</b>			<b>326,889</b>

### Notes to CIES

a	Largely reflects the full year impact of new PCSO's; increased cost of interpreters; consumable equipment; a contribution to the Youth Offending Team which was previously within Intelligence; a reduction in externally funded income in the year; and the allocation of the support costs which has reduced overall.
b	There was a slight increase in the cost due to the transfer in of officers from other areas, but this has been more than offset by the reduction in the allocation of support costs which has reduced overall.
c	Largely due to the movement of the management teams for Intel and Investigation into a central command area within Criminal Justice.
d	Due to a amount of income recognised in the I&E for the speed awareness/camera safety project, the balance taken to reserves. Once the movement in reserves has been taken into consideration the income level is broadly inline with 2013/14.
e	Reduction in accident damage and training fees which are now being centrally controlled, combined with the allocation of support costs which has reduced overall.
f	Crossovers with Criminal Justice and Dealing with Public due to changes in lines of reporting; reduction in training fees which are now centrally controlled by HR; the transfer of the payment to the Youth Offender Team to Local Policing; and the allocation of support costs which has reduced overall.
g	Crossovers with Criminal Justice due to changes in lines of reporting and overtime; reduction in training fees which are now centrally charged to HR; a reduction in witness protection fees as this is now a regional collaboration; new equipment; medical fees for autopsies; DNA/forensics costs; CCTV evidence copying costs; and the allocation of support costs which has reduced overall.
h	A reduction in DNA sampling and forensic costs and training fees which are now centrally charged to HR; and the allocation of support costs which has reduced overall.
i	A reduction in the allocation of support costs has reduced expenditure

## CS2 Movement in Reserves

2014-2015	General Fund £000	Pensions Reserve £000	Accum' Absence £000	Total Unusable Reserves £000
<b>Balance at 1 April 2014</b>	<b>0</b>	<b>2,134,704</b>	<b>5,578</b>	<b>2,140,282</b>
<b>Surplus (- deficit) on the provision of services (accounting basis)</b>	<b>74,465</b>	<b>0</b>	<b>0</b>	<b>74,465</b>
<b>Other Comprehensive I &amp; E - revaluation gains &amp; losses</b>	<b>0</b>	<b>252,424</b>	<b>0</b>	<b>252,424</b>
<b>Total CIES</b>	<b>74,465</b>	<b>2,387,128</b>	<b>5,578</b>	<b>2,467,171</b>
<b>Adjustment between accounting basis &amp; funding basis under regulations</b>				
Pension costs adj between calculated in accordance with IAS19 and the contributions due under pension scheme regulations	-130,037	130,037	0	0
Employers contribution to Pension Scheme	55,354	-55,354	0	0
Charges for Employee Benefits	218	0	-218	0
<b>Balance at 31 March 2015</b>	<b>0</b>	<b>2,461,811</b>	<b>5,360</b>	<b>2,467,171</b>
<b>2013-2014 Comparators</b>				
<b>Balance at 1 April 2013</b>	<b>0</b>	<b>2,145,196</b>	<b>5,535</b>	<b>2,150,731</b>
<b>Surplus (- deficit) on the provision of services (accounting basis)</b>	<b>91,976</b>	<b>0</b>	<b>0</b>	<b>91,976</b>
<b>Other Comprehensive I &amp; E - revaluation gains &amp; losses</b>	<b>0</b>	<b>-102,425</b>	<b>0</b>	<b>-102,425</b>
<b>Total CIES</b>	<b>91,976</b>	<b>2,042,771</b>	<b>5,535</b>	<b>2,140,282</b>
<b>Adjustment between accounting basis &amp; funding basis under regulations</b>				
Pension costs adj between calculated in accordance with IAS19 and the contributions due under pension scheme regulations	-143,717	143,717	0	0
Employers contribution to Pension Scheme	51,784	-51,784	0	0
Charges for Employee Benefits	-43	0	43	0
<b>Balance at 31 March 2014</b>	<b>0</b>	<b>2,134,704</b>	<b>5,578</b>	<b>2,140,282</b>

## CS3 Balance Sheet

31 March 2014 £000		31 March 2015 £000
-5,578	Short Term Creditor Accumulated Absences	-5,360
-2,134,704	Long Term Creditor Net Pension Liabilities	-2,461,811
<b>-2,140,282</b>		<b>-2,467,171</b>
	<b>Unusable Reserves</b>	
5,578	Accumulated Absences	5,360
2,134,704	Pension Reserves	2,461,811
<b>2,140,282</b>		<b>2,467,171</b>

## CS4 Cash Flow Statement

31 March 2014 £000		31 March 2015 £000
91,976	Net surplus (-) or deficit on the provision of services	74,465
	Adjustment for non cash movements	
-43	Accumulated absences	218
-91,933	IAS 19 Pension Adjustments	-74,683
<b>0</b>	<b>Representing cash and cash equivalents</b>	<b>0</b>

## **Notes to the Accounts including Accounting Policies**

### **1 General Principles**

The Commissioner is a separate entity to the Chief Constable and the relationship is clearly defined in the Governance Arrangements. The Commissioner is the lead controlling influence in the Group.

The Chief Constable is deploying staff and officers employed, controlled and paid for by the Commissioner to provide the policing service in Nottinghamshire and in the achievement of the Commissioner's Plan. The legal status has the Commissioner as the source of transactions and the reality of this is borne out through the level of control exerted.

Annual Statement of Accounts are required to be published under the Accounts and Audit Regulations 2011, in accordance with proper accounting practices. These practices primarily comprise of the Code of Practice on Local Authority Accounting in the United Kingdom 2013-2014 (The Code) and the Best Value Accounting Code of Practice 2013-2014, supported by International Financial Reporting Standards (IFRS). The CIES summarises transactions for the financial year and the Balance Sheet summarises the position at the end of the year.

The Accounts have been prepared on a 'going concern' basis. Under The Act, The Chief Constable and the Commissioner are separate 'Corporation Sole' bodies. Both are required to prepare separate Statement of Accounts.

### **2 Accruals of Income and Expenditure**

Revenue is measured at fair value in the year to which it relates, and not when cash payments are made or received. All the expenditure is paid for by The Commissioner, but recognition in the Group and The Chief Constable Accounts is based on the economic benefit of resources consumed. In particular;

- Fees, charges and rents due are accounted for as income at the date of supply
- Supplies are recorded as expenditure when they are used.
- Expenditure in relation to services received is recorded as services are received, rather than when payments are made
- Interest receivable on investments and payable on borrowings is accounted for as income or expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract
- Where debts are doubtful, the debt is written off by a charge to the CIES

### **3 Exceptional Items**

There are no exceptional items applicable to the Chief Constable in 2014-2015.

#### **4 Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors**

There are no prior period adjustments or changes in Accounting Policies, applicable to the Chief Constable in 2014-2015.

In applying accounting policies, the Chief Constable has had to make certain judgements about complex transactions or those involving uncertainty about future events. There are no critical judgements made in the Statement of Accounts. The largest area of estimation included within the accounts is in staff related costs. Accruals for overtime, bonuses, early retirement costs and other one off payments have been checked retrospectively and found to be reasonable.

#### **5 Charges to Revenue for Non-Current Assets**

The CIES is charged with the following amounts to record the true cost of holding fixed assets:

- Depreciation of Non-Current Assets
- Revaluation and Impairment losses on assets used where there are no accumulated gains in the Revaluation Reserve against which the losses can be written off
- Revaluation Gains reversing previous losses charged to the CIES
- Amortisation of Intangible Assets

#### **6 Government Grants and Contributions**

All grants, third party contributions and donations are received by the Commissioner.

#### **7 Joint Operations**

These are accounted for in accordance with IAS 31- Interests in Joint Ventures, according to agreed proportions of use. They are all governed by Section 22 Agreements. They are explained briefly in item 10 of the explanatory foreword.

The cost relating to these activities are shown within the memorandum accounts. Full details are included within the Group Accounts.

#### **8 Overhead Costs**

The Service analysis is based on Service Expenditure analysis Code of Practice (SeRCOP) 2014-2015, as modified by the Police Objective Analysis. The costs of overheads are fully allocated to services. The one exception is that the cost of discretionary benefits awarded to employees retiring early is a Non Distributed Cost.

#### **9 Provisions**

Provisions are made where an event has taken place that gives a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation.

#### **10 VAT**

VAT payable is included as an expense only to the extent that it is not recoverable from Her Majesty's Revenue and Customs. VAT receivable is excluded from income.

## 11 Resources used in Provision of Police Services

Although all transactions during the year are solely within the Accounts of the Commissioner and all assets are owned and controlled by the Commissioner, the Chief Constable has used resources to provide policing, and the true cost of this is included in the CIES. It includes the cost of depreciation on assets owned as a proxy for the rental value. It includes all adjustments required under IFRS for accrued employee benefits and pension costs.

### 11.1 Income within Cost of Services

2013-14 £000		2014-2015 £000
-6,508	Partnership and Joint Controlled Operations	-6,360
-1,858	P.F.I Grant	-1,858
-1,550	Recharge of Officers	-1,684
-5,562	Other Income	-6,689
<b>-15,478</b>	<b>General Income</b>	<b>-16,591</b>
-123,060	Funding from Commissioner	-221,332
<b>-138,538</b>	<b>Total</b>	<b>-237,923</b>

## 12 External Audit Costs

KPMG are the appointed external auditors, the cost of which was £0.020m. (£0.020m in 2013-2014).

## 13 Pensions

Full details of these defined benefit pension schemes can be found within the Accounts of the Group. As part of employment conditions, the Group makes contributions towards the cost of post-employment benefits. Although these benefits will not actually be payable until employees retire, the value of this is included within the CIES.

## 14 Leases and PFI

PFI and similar contracts are agreements with the Commissioner to receive services, where the responsibility for making available the Property, Plant and Equipment needed to provide the services remains with the PFI contractor. Leases and PFI agreements are treated in accordance with IFRS and the value of these are included within the CIES. Full details of these schemes can be found within the Accounts of the Group.

## 15 Officer Emoluments

### Benefits Payable during Employment

Short-term Employee Benefits are those due to be settled within 12 months of the year-end. This includes salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits (e.g. cars). An accrual is made for the cost of holiday entitlements or any form of leave, e.g. time off in lieu earned, but not taken before the year-end, which employees can carry forward into the next financial year. The accrual is made at the payment rates applicable in the following accounting year, being the period in which the employee takes the benefit.

## 15.1 Employees earning over £50,000

All employees receiving more than £50,000 remuneration for the year were paid the following amounts excluding senior officers reported in 15.2 and employers pension contributions. The table includes 4 Officers over the rank of Superintendent (3 in 2013-2014).

<b>2013-2014 No of employees</b>	<b>Remuneration Band</b>	<b>2014-2015 No of employees</b>
132	£50,000 - £54,999	122
63	£55,000 - £59,999	60
13	£60,000 - £64,999	14
7	£65,000 - £69,999	8
4	£70,000 - £74,999	4
14	£75,000 - £79,999	8
0	£80,000 - £84,999	2
3	£85,000 - £89,999	1
0	£90,000 - £94,999	1
<b>236</b>		<b>220</b>

## 15.2 Senior Officers Remuneration

The following table sets out the remuneration for senior officers posts. The officers included in this table are not included in table 15.1.

2014-2015 Post Holder Information	Notes	Salary £	Benefits in Kind £	Other Payment £	Sub Total £	Employers Pension Contrib' £	Total inc Pension Contrib' £
			Note 2	Note 3			
Chief Constable (Chris Eyre)		144,403	6,359	3,554	154,316	34,945	189,261
Deputy Chief Constable		119,128	10,407	7,734	137,269	28,829	166,098
Assistant Chief Constable - Crime, Justice & Protective Services		100,910	5,929	3,554	110,393	24,420	134,813
Assistant Chief Constable - Local Policing		100,801	5,745	3,554	110,100	24,394	134,494
Assistant Chief Officer - Resources	1	80,537	6,903	0	87,440	8,698	96,138
		545,779	35,343	18,396	599,518	121,286	720,804

Note 1: Assistant Chief Officer - Resources resigned 31/12/14

Note 2: Benefits in Kind include taxable expenses such as mileage, car allowances, medical expenses and mortgage interest payments relating to relocation.

Note 3: Other payments includes Rent Allowance, Housing Allowance, Compensatory Grant and Compensation for Loss of Office.

2013-2014 Post Holder Information	Notes	Salary £	Benefits in Kind £	Other Payment £	Sub Total £	Employers Pension Contrib' £	Total inc Pension Contrib' £
			Note 7	Note 8			
Chief Constable		142,973	6,292	3,554	152,819	34,599	187,418
Deputy Chief Constable (A)	1	23,719	1,119	5,812	30,650	5,740	36,390
Deputy Chief Constable (B)	2	94,170	9,177	6,096	109,443	22,789	132,232
Assistant Chief Constable - Crime, Justice & Protective Services							
Assistant Chief Constable (A)	3	82,275	6,900	3,000	92,175	17,822	109,997
Assistant Chief Constable (B)	4	21,876	0	1,171	23,047	5,294	28,341
Assistant Chief Constable - Local Policing							
Assistant Chief Constable (A)	5	78,716	3,753	2,873	85,342	18,912	104,254
Assistant Chief Constable (B)	6	21,464	112	1,551	23,127	5,194	28,321
Assistant Chief Officer - Resources		102,828	6,111	0	108,939	14,601	123,540
		568,021	33,464	24,057	625,542	124,951	750,493

Note 1: Deputy Chief Constable (A) retired on 13 June 2013

Note 2: Deputy Chief Constable (B), in post from 14 June 2013. She was previously an Assistant Chief Constable up until 13 June 2013 (see note 6)

Note 3: Assistant Chief Constable (A) in post from 28 May 2013

Note 4: Assistant Chief Constable (B) was acting in role until 24th June 2013, substantive post for remainder of the year was as a Chief Superintendent. The costs shown only relate to his time in the ACC role.

Note 5: Assistant Chief Constable (A) in post from 10 June 2013

Note 6: Assistant Chief Constable (B) in post until 13 June 2013

Note 7: Benefits in Kind include taxable expenses such as mileage, car allowances and medical expenses

Note 8: Other payments include Rent Allowance, Housing Allowance & Compensatory Grant



## 16 Termination Benefits

Termination benefits are amounts payable as a result of a decision to terminate an employee's employment before the normal retirement date or an acceptance of voluntary redundancy. The recognition of these benefits has changed this year in accordance with the Code. These are charged to the CIES when the Group is demonstrably committed to the decision.

The Commissioner terminated contracts of 31 employees during the year (17 in 2013-2014), incurring costs of £0.5m (£0.3m in 2013-2014). This comprised redundancy payments of £0.3m and pension strain costs of £0.2m. Other departures agreed cover voluntary redundancies and compromise agreements. All of the employees were included within the CIES. The Group made no material payments in relation to injury awards during the year ended 31 March 2015.

Exit Package cost band (inc special payments)	Number of compulsory redundancies		Number of other departures agreed		Total number of exit packages		Total cost of exit packages	
	2013-14	2014-15	2013-14	2014-15	2013-14	2014-15	2013-14	2014-15
							£000	£000
£0 - £20k	7	8	6	16	13	24	127	202
£20 -£40k	1	1	1	3	2	4	59	118
£40 -£60k	1	0	0	1	1	1	49	44
£60 -£80k	0	1	1	0	1	1	76	60
£80 -£100k	0	0	0	0	0	0	0	0
£100 -£150k	0	1	0	0	0	1	0	124
<b>Total</b>	<b>9</b>	<b>11</b>	<b>8</b>	<b>20</b>	<b>17</b>	<b>31</b>	<b>311</b>	<b>548</b>

## 17 Related Parties

The Chief Constable is required to disclose material transactions with related parties. These are bodies or individuals that have the potential to control or influence the organisation or vice versa. Disclosure of these transactions allows transparency to the extent that the Chief Constable might have been constrained in its ability to operate independently, or might have secured the ability to limit another party's ability to bargain freely.

The Commissioner as the parent corporation asserts a significant influence over the Chief Constable as previously indicated in Note 1.

Central Government has significant influence over the general operations of the Chief Constable. It is responsible for providing the statutory framework within which it operates.

Senior managers complete a declaration of personal interests because they influence decision making.

Joint arrangements and collaborations are areas where significant influence can be exerted by all parties. More information is included in the explanatory foreword item 10.

## 18 Accounting Standards Issued but not Adopted

- IFRS 13 Fair Value Measurement – this standard introduces a new definition of ‘fair value’ measurement. Measurement is the process of determining the monetary amounts at which the elements of the financial statements are to be recognised and carried in the Balance Sheet. The revised standard will apply to the accounting period beginning 1 April 2015. This standard affects ‘surplus properties’, ‘assets held for sale’ and ‘investment properties’.
- Annual Improvements to IFRS’s including:
  - *IFRS 1 International Financial Reporting standards - meaning of effective IFRSs;*
  - *IFRS 3 Business Combinations – scope of exceptions for joint ventures*
  - *IAS40 Investment Properties – clarifying the interrelationship of IFRS 3 Business Combinations and IAS40 Investment Property when classifying property as investment property or owner – occupied property.*
- IFRIC 21 Levies – covers the accounting to pay a levy if that liability is within the scope of *IAS37 Provisions, Contingent Liabilities and Contingent Assets* or whose timing and amount is certain.

These standard changes are not expected to have any material impact.

# **INDEPENDENT AUDITOR'S REPORT TO THE CHIEF CONSTABLE OF NOTTINGHAMSHIRE 2014-2015**

We have audited the financial statements of the Chief Constable for Nottinghamshire for the year ended 31 March 2015 on pages 10 to 18. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2014/15.

This report is made solely to the Chief Constable, in accordance with Part II of the Audit Commission Act 1998. Our audit work has been undertaken so that we might state to the Chief Constable, those matters we are required to state in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Chief Constable for our audit work, for this report, or for the opinions we have formed.

## **Respective responsibilities of the Force Chief Finance Officer and auditor**

As explained more fully in the Statement of the Force Chief Finance Officer's Responsibilities, the Force Chief Finance Officer is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom, and for being satisfied that they give a true and fair view. Our responsibility is to audit, and express an opinion on, the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

## **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the Chief Constable's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Force Chief Finance Officer; and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the Explanatory Foreword to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

## **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the financial position of the Chief Constable as at 31 March 2015 and of the Chief Constable's expenditure and income for the year then ended;
- have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2014/15.

- 

## **Matters on which we are required to report by exception**

The Code of Audit Practice 2010 for Local Government Bodies requires us to report to you if:

- the annual governance statement set out on pages 22 to 28 does not reflect compliance with 'Delivering Good Governance in Local Government: a Framework' published by CIPFA/SOLACE in June 2007; or
- the information given in the explanatory foreword for the financial year for which the financial statements are prepared is not consistent with the financial statements; or

- any matters have been reported in the public interest under section 8 of Audit Commission Act 1998 in the course of, or at the conclusion of, the audit; or
- any recommendations have been made under section 11 of the Audit Commission Act 1998; or
- any other special powers of the auditor have been exercised under the Audit Commission Act 1998.

We have nothing to report in respect of these matters.

## **Conclusion on the Chief Constable for Nottinghamshire's arrangements for securing economy, efficiency and effectiveness in the use of resources**

### **The Chief Constable's responsibilities**

The Chief Constable is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in their use of resources, to ensure proper stewardship and governance, and to review regularly the adequacy and effectiveness of these arrangements.

### **Auditor's responsibilities**

We are required under Section 5 of the Audit Commission Act 1998 to satisfy ourselves that the Chief Constable has made proper arrangements for securing economy, efficiency and effectiveness in their use of resources. The Code of Audit Practice issued by the Audit Commission requires us to report to you our conclusion relating to proper arrangements, having regard to relevant criteria specified by the Audit Commission.

We report if significant matters have come to our attention which prevent us from concluding that the Chief Constable has put in place proper arrangements for securing economy, efficiency and effectiveness in their use of resources. We are not required to consider, nor have we considered, whether all aspects of the Chief Constable's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

## **Scope of the review of arrangements for securing economy, efficiency and effectiveness in the use of resources**

We have undertaken our audit in accordance with the Code of Audit Practice, having regard to the guidance on the specified criteria, published by the Audit Commission in October 2014, as to whether the Chief Constable has proper arrangements for:

- securing financial resilience; and
- challenging how it secures economy, efficiency and effectiveness.

The Audit Commission has determined these two criteria as those necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether the Chief Constable put in place proper arrangements for securing economy, efficiency and effectiveness in their use of resources for the year ended 31 March 2015.

We planned our work in accordance with the Code of Audit Practice. Based on our risk assessment, we undertook such work as we considered necessary to form a view on whether, in all significant respects, the Chief Constable had put in place proper arrangements to secure economy, efficiency and effectiveness in their use of resources.

### **Conclusion**

On the basis of our work, having regard to the guidance on the specified criteria published by the Audit Commission in October 2014, we are satisfied that, in all significant respects, the Chief Constable for Nottinghamshire put in place proper arrangements to secure economy, efficiency and effectiveness in their use of resources for the year ending 31 March 2015.

**Certificate**

We certify that we have completed the audit of the financial statements of the Chief Constable for Nottinghamshire in accordance with the requirements of the Audit Commission Act 1998 and the Code of Audit Practice 2010 for Local Government Bodies issued by the Audit Commission.

**Andrew Cardoza****for and on behalf of KPMG LLP, Appointed Auditor***Chartered Accountants**St Nicholas House**31 Park Row**Nottingham**NG1 6FQ*

24 September 2015

# **CHIEF CONSTABLE OF NOTTINGHAMSHIRE**

## **ANNUAL GOVERNANCE STATEMENT**

**2014-2015**

### **Scope of responsibility**

Nottinghamshire Police (the Force) is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Force also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, the Force is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, and which includes arrangements for the management of risk.

The Force has approved and adopted a Joint Code of Corporate Governance with the Nottinghamshire Office of the Police and Crime Commissioner (NOPCC), which is consistent with the principles of the CIPFA/SOLACE Framework *Delivering Good Governance in Local Government*. A copy of the code is available on [the Commissioner's website](#) or can be obtained from the Force by writing to:

Staff Office,  
Nottinghamshire Police Headquarters,  
Sherwood Lodge,  
Sherwood Drive,  
Arnold,  
Nottingham NG5 8PP

This Statement explains how the Force has complied with the code and also meets the requirements of Accounts and Audit (England) Regulations 2011, regulation 4(3), which requires all relevant bodies to prepare an annual governance statement.

### **The purpose of the governance framework**

The governance framework comprises the systems and processes, culture and values by which the Force is directed and controlled and its activities through which it accounts to, engages with and leads its communities. It enables the Force to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate services and value for money.

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of the Force's policies, aims and objectives, to evaluate the likelihood and potential impact of those risks being realised, and to manage them efficiently, effectively and economically.

The governance framework has been in place at the Force for the year ended 31 March 2015 and up to the date of approval of the statement of accounts.

## **The governance framework**

The principles which form the basis of the governance framework, and how they are applied within the Force, are described briefly in the following sections.

**Principle 1:** Focusing on the purpose of the Force, and on outcomes for the community, and creating and implementing a vision for the local area

- The national Code of Practice for Victims of Crime sets the standards for the police and criminal justice agencies when providing services to victims
- The Home Secretary sets the Strategic Policing Requirement (SPR), which describes the roles and responsibilities of individual forces in preparing for and responding to national risks
- The local direction and priorities for the Force are set in the Commissioner's Police and Crime Plan, which was originally created following a comprehensive multi-agency strategic assessment process coordinated by the Force
- The Force and local partner organisations each complete an annual Local Profile assessment to inform the Police and Crime Needs Assessment (PCNA) and refresh of the Police and Crime Plan
- The current priority themes in the Police and Crime Plan for Nottinghamshire, refreshed for 2015-18 following an updated PCNA are:
  - Protect, support and respond to victims, witnesses and vulnerable people
  - Improve the efficiency, accessibility and effectiveness of the criminal justice system
  - Focus on priority crime types and those local areas that are most affected by crime and antisocial behaviour
  - Reduce the impact of drugs and alcohol on levels of crime and antisocial behaviour
  - Reduce the threat from organised crime
  - Prevention, early intervention and reduction in reoffending
  - Spending your money wisely

**Principle 2:** Leaders, officers and partners working together to achieve a common purpose with clearly defined functions and roles

- The Policing Protocol Order 2011 is the statutory instrument that describes the relationship between the Police and Crime Commissioner and the Chief Constable
- The Chief Constable is accountable to the Commissioner for the delivery of efficient and effective policing in Nottinghamshire, whilst retaining operational independence and direction and control of their officers and staff
- The Force has in place a Working Relationship Agreement with the NOPCC for the sharing of services and information

- Police collaboration agreements, made in accordance with the Police Act 1996, are in place with other forces in the East Midlands for the delivery of a wide range of specialist operational and support services; governance of collaborative functions is achieved through joint management boards involving PCCs and Chief Officers
- Strategic community safety partnerships, established in accordance with the Crime and Disorder Act 1998, are in place with the local authorities in Nottingham City, Nottinghamshire County and district councils
- Nottingham City Division and Nottingham City Council Community Protection prepare a joint annual business plan to facilitate their continued working arrangements
- The Force is a member of the Nottinghamshire Local Criminal Justice Board (LCJB)

**Principle 3:** Promoting values for the Force and demonstrating the values of good governance through upholding high standards of conduct and behaviour

- The College of Policing has developed a national Code of Ethics for the police service, which applies to all officers and staff within the Force
- The Force has also developed and continues to reinforce its own PROUD values:
  - Professional
  - Respect for all
  - One team
  - Utmost integrity, trust and honesty
  - Doing it differently
- All police officers take the Oath (Attestation) before assuming the office of constable, and are subject to the Police Regulations; all members of police staff are subject to the Force's Police Staff Misconduct Policy

**Principle 4:** Taking informed and transparent decisions which are subject to effective scrutiny and managing risk

- A formal Scheme of Delegation sets out the extent to which the Commissioner has delegated authority to the Chief Constable and officers of the Force to make decisions that fall within the Commissioner's areas of responsibility; decisions made in accordance with the Scheme are published on the Commissioner's website
- The Force Executive Board (FEB) is the senior decision making body within the Force, responsible for formal approval of all capital business cases and organisational change
- The Chief Constable has appointed a suitably qualified Chief Finance Officer (CFO), as required under section 151 of the Local Government Act 1972
- The Chief Constable is the Force's Data Controller for the purposes of the Data Protection Act, with responsibilities of Senior Information Risk Owner (SIRO) assigned to the Deputy Chief Constable (DCC)
- The Force has agreed a joint Risk Management Policy with the NOPCC that is based on the Management of Risk (M\_o\_R) approach; major corporate projects and programmes are managed in accordance with the principles of PRINCE2 project management and Managing Successful Programmes (MSP)

**Principle 5:** Developing the capacity and capability of the Force to be effective

- The College of Policing is the professional body for policing; the College provides Senior Police National Assessment Centre (PNAC) and Strategic Command Course (SCC) for



Chief Officers and access to Authorised Professional Practice (APP) across a wide range of policing functions, amongst its many services

- All new police officers complete the Police Constable Student Officer Learning and Assessment Portfolio (PC-SOLAP) as part of their Initial Police Learning and Development Programme (IPLDP); the Professionalising Investigations Programme (PIP) provides accredited training for the development of investigative skills
- Training services are provided to the Force by the East Midlands Collaborative Human Resources Services – Learning and Development (EMCHRS-L&D); the Force also has a dedicated Leadership and Management Development team within the Human Resources and Organisational Development department
- The National Centre for Applied Learning Technologies (NCALT) Managed Learning Environment (MLE) is used to provide a range of e-learning courses to officers and staff

**Principle 6:** Engaging with local people and other stakeholders to ensure robust public accountability

- The Force provides regular performance data to the Commissioner and to the Home Office to enable scrutiny of its effectiveness; in addition, Chief Officers routinely attend public Strategic Resources and Performance meetings chaired by the Commissioner to account for Force performance
- The Commissioner and Force have appointed an independent Joint Audit and Scrutiny Panel, which receives quarterly reports on matters of governance
- The Force is subject to the inspection programme of Her Majesty's Inspectorate of Constabulary (HMIC) and the Criminal Justice Joint Inspectorate (CJJI), with inspection reports published on the Justice Inspectorate website
- The Publication Scheme, available through the Force website, provides a wide range of information about the Force and how it operates; the Force also has a visible online presence, including a website as well as Facebook and Twitter accounts
- A sample of victims of crime are surveyed every quarter to measure satisfaction with the Force's services
- Established community engagement mechanisms include support for Neighbourhood Watch; Neighbourhood Alert; Crimestoppers; Key Individual Networks (KINs); and Independent Advisory Groups (IAGs)
- A wide range of volunteering opportunities are available within the Force, including the Special Constabulary, Police Cadets and police staff volunteers

### **Review of effectiveness**

The Force has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the Chief Officer Team within the Force who have responsibility for the development and maintenance of the governance environment, the head of internal audit's annual report, and also by comments made by the external auditors and other review agencies and inspectorates.

Specifically, the review of effectiveness of the Force's governance framework for 2014/15 has been based on information from the following sources:

- Internal audits carried out by Baker Tilly LLP, summarised in their annual report to the Joint Audit and Scrutiny Panel
- Annual external audit report to the Joint Audit and Scrutiny Panel by KPMG LLP

- Inspections of the Force by HMIC, as reported to the Chief Constable

We have been advised on the implications of the results of the review of the effectiveness of the governance framework by the Temporary Head of Corporate Development, and consider that the current arrangements continue to be fit for purpose. The areas already addressed and those to be specifically addressed with new actions planned are outlined below.

### **Significant governance issues**

The Force has an established process and dedicated resources to support the management of its response to significant governance issues identified throughout the year.

Consideration of the review of effectiveness for 2013/14 has concluded that there are no significant governance issues raised during that year which remain outstanding at this time.

The following significant governance issues were identified during 2014/15:

#### **Valuing the Police inspection (HMIC)**

- Highlighted the urgent need for the Force to implement its plans for a new and affordable operating model in order to reduce long term risks to policing services
- Steps have been taken to finalise the Delivering the Future Programme to shape the operating model of the Force whilst continuing with its implementation; HMIC's re-inspection recognised the good progress that has been made since the original report was issued

#### **Crime Inspection (HMIC)**

- Expressed concerns about inconsistencies with investigating offending, the importance of supervision and the need for professional training; also highlighted issues of capacity within Public Protection
- An Improving Investigations programme has already been established; reorganisation of the Public Protection department, including the provision of additional resources, has also been approved

#### **National Child Protection Inspections (HMIC)**

- Highlighted the potential for improvements in management oversight of child protection work, including the benefits of service reviews and the use of performance data to improve services and develop work with partner agencies
- A review is to take place, along with children's social care services, in relation to the safeguarding of children; a child sexual exploitation (CSE) strategy is also being developed by the Force to enhance proactive and responsive work

#### **Police Integrity and Corruption (HMIC)**

- Recommended that the Force review its capacity and capability to carry out proportionate investigations into public complaints to minimise delays
- Resources within the Professional Standards Directorate (PSD) are regularly reviewed and fixed term contracts used where necessary to manage workload; recent data from the Independent Police Complaints Commission (IPCC) shows that the Force is now in line with national averages

#### **Information Management (Baker Tilly)**

- Recommended development of an information management strategy, which should clarify responsibilities and procedures across areas including records management; information security; and data quality

- A review of the Force's information management policies and processes is underway; there is also a collaborative project to implement the Niche Records Management System to manage its crime, intelligence, case and custody records

### **Code of Practice for Victims of Crime (Baker Tilly)**

- Recommended tighter procedures and documenting of actions taken in compliance with the Code; and also a more formal approach to the delivery and monitoring of training on the Code
- Suitable arrangements have now been devised to record actions and also to monitor compliance with Code requirements in future; the Force has adopted the national training package developed by the College of Policing and monitors completion through heads of department

### **Volunteering (Baker Tilly)**

- Reviewed the newly established Citizens in Policing Department (CiPD) and made recommendations for developing and delivering the Force's Special Constabulary and Volunteers Strategy
- The Strategy is now supported by a delivery plan and covers aspects of training, deployment and performance management

### **Partnerships (Baker Tilly)**

- Highlighted the value of clear and up to date partnership arrangements with robust means of managing performance and finances.
- The Force will look to incorporate these practices within its existing and future partnership arrangements, wherever possible

### **The Future**

We propose over the coming year to take all necessary steps to further enhance our governance arrangements. We are satisfied that this approach will address the need for improvements that were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

**Signed:** \_\_\_\_\_

Chris Eyre, Chief Constable

**Signed:** \_\_\_\_\_

Gary Jones, Chief Financial Officer



NOTTINGHAMSHIRE  
**POLICE**  
PROUD TO SERVE

## ANNUAL ASSURANCE STATEMENT

**2014-2015**

Signed \_\_\_\_\_

**Chris Eyre**  
**Chief Constable of Nottinghamshire**

24 September 2015

Signed \_\_\_\_\_

**G Jones**  
**Joint Head of Finance**  
**Chief Financial Officer to the Chief Constable of**  
**Nottinghamshire**

24 September 2015

## **Glossary of Terms and Abbreviations**

The definitions within the glossary are designed to give the user an understanding of the technical terminology contained in the Statement of Accounts. It also contains a guide to the abbreviations used within.

### **Accounting Policies**

These are a set of rules and codes of practice used when preparing the Accounts.

### **Accrual**

A sum included in the final Accounts to cover income or expenditure attributable to an accounting period for goods supplied and received or works done but for which payment has not been received or made by the end of the period.

### **Budget**

This is a statement of the financial plans for a specific period of time. A budget is prepared and approved by the Commissioner prior to the start of the financial year. The budget is prepared on an outturn basis, which means that increases for pay and prices during the financial year are contained within the total budget figure.

### **Chief Constable of Nottinghamshire (the Chief Constable)**

### **Comprehensive Income and Expenditure Statement (CIES)**

### **Depreciation**

The measure of the consumption or other reduction in the useful economic life of a fixed asset, whether arising from use, passage of time or obsolescence through technological or other changes.

### **Emoluments**

All taxable sums paid to or received by an employee including the value of any non-cash benefits received.

### **Financial Year**

The period covered by a set of financial Accounts – the Chief Constable financial year commences 1 April and finishes 31 March the following year.

### **International Financial Reporting Standard (IFRS)**

These standards are developed by the International Accounting Standards Board (IASB) and regulate the preparation and presentation of Financial Statements. Any material departures from these Standards would be disclosed in the notes to the Accounts.

### **Nottinghamshire Office of the Police and Crime Commissioner and it's Group (The Group)**

### **Remuneration**

Reward for employment in the form of pay, salary, or wage, including allowances, benefits (such as company car, medical plan, and pension plan), bonuses, cash incentives, and monetary value of the non-cash incentives.

### **Revenue Expenditure**

The day to day running costs incurred in providing services.

### **The Act**

The Police Reform and Social Responsibility Act 2011

### **The Code**

The Code of Practice on Local Authority Accounting 2014-2015