

**MINUTES OF THE MEETING OF THE NOTTINGHAMSHIRE POLICE AND CRIME  
COMMISSIONER JOINT AUDIT AND SCRUTINY PANEL HELD ON THURSDAY 28<sup>TH</sup>  
SEPTEMBER 2017 AT COUNTY HALL, WEST BRIDGFORD, NOTTINGHAM  
COMMENCING AT 3PM**

**MEMBERSHIP**

(A – denotes absent)

Mr Stephen Charnock (Chair)

Mr Leslie Ayoola A

Mr John Brooks

Dr Phil Hodgson

Mr Peter McKay

**OFFICERS PRESENT**

Sara Allmond	Democratic Services, Notts County Council
Rachel Barber	Deputy Chief Constable, Notts Police
Andrew Burton	Risk & Business Continuity Officer, Notts Police
Andrew Cardoza	KPMG
Paul Dawkins	Assistant Chief Officer, Finance
Mark Kimberley	Head of Finance, Notts Police
Anita Pipes	KPMG
Charlie Radford	Chief Finance Officer, OPCC
Leona Scurr	Detective Superintendent, Notts Police
Paddy Tipping	Police & Crime Commissioner

**1) APOLOGIES FOR ABSENCE**

Apologies for absence were received from Leslie Ayoola, Julie Mair and Brian Welch.

**2) DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

No declarations of interest were made.

**3) MINUTES OF THE PREVIOUS MEETING**

The minutes of the last meeting held on 27 July 2017, having been circulated to all members, were taken as read and were confirmed and signed by the Chair.

**4) ACTIONS ARISING FROM THE PREVIOUS MEETING**

An action tracker would be circulated at future meetings.

**5) EXTERNAL AUDIT OF ACCOUNTS 2016-17 (ISA 260)**

Andrew Cardoza, KPMG introduced the report and explained the findings of the external audit of the 2016/17 annual accounts. Having received the necessary assurances from the

auditors of the LGPS pension scheme, unqualified audit opinions were issued on the Commissioners and Chief Constables financial statements.

During discussion the following points were raised:-

- A new system 'The Big Red Button' had added to the complexity of generating the accounts and caused some initial inaccuracies in data, however, having trialled the system this year as part of the pilot, Nottinghamshire would be in a good position for next year when the earlier reporting deadlines came into force.
- Discussions were ongoing regarding the additional fee request.
- The sickness absence levels were commented on and work was underway regarding this.

**RESOLVED: 2017/013**

- 1) To recommend the findings of the External Auditors report to the Police and Crime Commissioner and the Chief Constable.
- 2) To recommend the letter of representation to the Police and Crime Commissioner for signing and sending to the external auditors.

**6) STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENTS FOR 2016-17**

Charlie Radford introduced the report which provided the audited statement of accounts and annual governance statements for 2016-17.

During discussions the following points were raised:-

- Limitations on formatting via the Big Red Button meant the final documents were not as well formatted as hoped.
- A number of typographical errors were highlighted which would be corrected before final publication.

**RESOLVED: 2017/014**

- 1) To recommend the accounts, governance statements and letter of representation to the Police and Crime Commissioner for approval.
- 2) To recommend the accounts, governance statements and letter of representation to the Police and Crime Commissioner and the Chief Constable for signing

**7) COMPLAINT AND MISCONDUCT INVESTIGATIONS**

DS Leona Scurr introduced the report which provided information on force performance in relation to the handling of complaint and conduct matters.

During discussions the following points were raised:-

- There was an increase in the "unknown" category and work was being undertaken to determine what these actually related to, to enable more accurate recording in the future.

- The information provided was helpful, and the further analysis planned on the statistics was welcomed.

**RESOLVED: 2017/015**

To take assurance from the report that complaints are being appropriately investigated.

## **8) IPCC INVESTIGATIONS, RECOMMENDATIONS AND ACTIONS**

DS Leona Scurr introduced the report which provided information on mandatory complaint and conduct matters which had been referred to the Independent Police Complaints Commissioner (IPCC) between 1<sup>st</sup> October 2016 and 1<sup>st</sup> August 2017, and the relevant recommendation and actions arising from them.

During discussions the following points were raised:-

- A new reporting system meant a referral was now required where someone with whom the police had previous involvement had committed suicide.
- IPCC had brought in a new system to fast track cases to six weeks.
- An overall dashboard style picture would be helpful in future reports to enable Panel Members to see trends and any backlogs.
- New tasers were in the process of being rolled out, once the new Mark 2 devices were available. Additional front line officers were being trained. Tasers did not get discharged very often, it being drawn was generally enough.

**RESOLVED: 2017/016**

That the Panel received assurance from the processes in place relating to IPCC investigations as detailed within the report.

## **9) REPORT ON THE WHISTLE BLOWING POLICY AND REVIEW OF COMPLIANCE (PROCESS OF GRIEVANCES AND APPEALS)**

DS Leona Scurr introduced the report which set out how the Force ensured appropriate systems were in place to encourage and support Officers and Staff to report breaches in professional standards of behaviour and refer any matter that might amount to an allegation of criminal conduct.

**RESOLVED: 2017/017**

That the Panel received assurance from the processes in place relating to confidential reporting as detailed within the report.

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

Paul Burton introduced the report which set out the latest position regarding Public Finance Initiative (PFI) contracts.

**RESOLVED: 2017/018**

To note the report

**11) AUDIT AND INSPECTION REPORT, QUARTER 2, 2017/18**

DCC Rachel Barber introduced the report which provided an update on progress against recommendations arising from audits and inspections.

**RESVOLVED: 2017/019**

To note the progress made against audit and inspection recommendations and requested that further information on the Peel recommendations and outcomes be brought to the next meeting.

**12) STRATEGIC RISK MANAGEMENT REPORT FOR FORCE AND NOPCC, QUARTER 2, 2017/18**

Andrew Burton introduced the report which provided an up to date picture of strategic risk management across the Force and the Office of the Police and Crime Commissioner (OPCC).

During discussions the following points were raised:-

- A more thematic in-depth approach to how the Panel scrutinised the management of strategic risk was discussed with the Panel deciding which area to scrutinise.
- Balancing the budget was a low risk as it was being effectively managed on an ongoing basis.
- Departmental officers were being made aware of their responsibility to manage their strategic risks.
- Changing of external auditor should be a low/medium risk not high risk.

**RESOLVED: 2017/020**

- 1) That the Panel received assurance as to the effectiveness of the arrangements in relation to the management of strategic risk as set out in the report.
- 2) That the Panel acknowledges the removal of Management of Sexual Offences and Violent Offences (MOSOVO), the three risks relating to the Bridewell Custody Suite, the excessive fuel spillage risk, and the risk relating to the telephony infrastructure, which were not being managed at a departmental level.
- 3) That the Panel notes the addition of five new risks namely, Multi Agency Risk Assessment Conference (MARAC), Automatic Number Plate Recognition (ANPR), Upload of Police National Database (PND) information, East Midlands Special Operations Unit (EMSOU) Penetration Test and the risk of presenting a balanced budget.

4) That more detailed information on MARAC be provided to the next meeting.

**13) APPOINTMENT OF EXTERNAL AUDITORS 2018**

Charlie Radford introduced the report which provided an update on the appointment process for external audits for 2018.

**RESOLVED: 2017/021**

To note the appointment of Ernst & Young LLP as external auditors from 1 April 2018.

**14) INTERNAL AUDIT PROGRESS REPORT**

The item was deferred to the next meeting due to Brian Welsh being unable to attend the meeting at short notice.

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

**RESOLVED: 2017/022**

To note the work programme.

The meeting closed at 5.15pm

**CHAIR**