

# **JOINT AUDIT AND SCRUTINY PANEL**

**THURSDAY 27 JULY 2017 at 2.00 PM  
FORCE HEADQUARTERS, SHERWOOD LODGE  
ARNOLD, NOTTINGHAMSHIRE NG5 8PP**

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**Membership**  
Stephen Charnock (Chair)  
Leslie Ayoola  
John Brooks  
Peter McKay  
Philip Hodgson

## **A G E N D A**

1. Apologies for absence
2. Declarations of interest by Panel Members and Officers (see notes below)
3. To agree the minutes of the previous meeting held on 6 June 2017
4. Actions arising from the previous meeting
5. Approval of revised Terms of Reference
6. Summary Accounts for 2016-17
7. Statement of Accounts and Annual Governance Statements 2016-17
  - The Chief Constable's Statement of Accounts 2016-17
  - The OPCC & Group Statement of Accounts 2016-17
8. Work plan and meeting schedule
  - To agree date & time of September meeting

## **NOTES**

- Members of the **public are welcome to attend** to observe this meeting
- For **further information** on this agenda, please contact the Office of the Police and Crime Commissioner on 0115 9670999 extension 801 2005 or email [nopcc@nottinghamshire.pnn.police.uk](mailto:nopcc@nottinghamshire.pnn.police.uk)
- A **declaration of interest** could involve a private or financial matter which could be seen as having an influence on the decision being taken, such as having a family member who would be directly affected by the decision being taken, or being involved with the organisation the decision relates to. Contact the Democratic Services Officer: [alison.fawley@nottscc.gov.uk](mailto:alison.fawley@nottscc.gov.uk) for clarification or advice prior to the meeting.

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**MINUTES  
OF THE MEETING OF THE  
NOTTINGHAMSHIRE POLICE AND CRIME COMMISSIONER  
JOINT AUDIT AND SCRUTINY PANEL  
HELD ON TUESDAY 6 JUNE 2017  
ARNOT HILL HOUSE,  
ARNOLD, NOTTINGHAMSHIRE NG5 6LU  
COMMENCING AT 10.00 AM**

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**MEMBERSHIP**

(A – denotes absent)

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

**OFFICERS PRESENT**

Rachel Barber	Deputy Chief Constable
Pete Barker	Democratic Services, Notts County Council
Paul Dawkins	Assistant Chief Finance Officer
Alison Fawley	Democratic Services, Notts County Council
Mark Kimberley	Head of Finance, Notts Police
Charlotte Radford	Chief Finance Officer, OPCC
Paddy Tipping	Police & Crime Commissioner
Brian Welch	Mazars

**1) APOLOGIES FOR ABSENCE**

Apologies for absence were received from Leslie Ayoola, Philip Hodgson, Andrew Cardoza and Craig Guildford.

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

None.

**3) MINUTES OF THE PREVIOUS MEETING**

The minutes of the last meeting held on 9 March 2017, having been circulated to all Members, were taken as read and were confirmed and were signed by the Chair.

The Panel expressed concern that they had not had the opportunity to review several of the papers for the agenda and said that this practice was

unacceptable. Charlie Radford said that an explanation would be provided when the items were introduced.

#### **4) AUDIT & SCRUTINY PANEL WORKSHOP – VERBAL UPDATE**

The Chair reflected on the recent workshop which had reviewed the effectiveness of the Panel and considered different ways of working including issues of resourcing and the provision of timely reports. Discussions were underway to make better use of the information already available and to develop a dashboard system to provide a level of assurance for major topic areas.

Panel Members had considered the terms of reference for the Panel and comments and suggestions had been incorporated into a revised document. The Chair asked Members to consider and comment on the revised terms of reference prior to it being forwarded to the PCC & CC for sign off.

The workshop also considered how an Assurance Map and a dashboard of performance could be used to assist the work of the Panel. It was noted that this work was still at a developmental stage was aiming for implementation in September 2017.

##### **Actions:**

To review the statutory responsibilities of the panel and identify the reporting methodology, source of assurance and responsible personnel.

To compare with other Panels in the region.

To develop the use of the assurance map and dashboard to inform the workplan and agenda

Panel member to comment on the revised document.

#### **5) INTERNAL AUDIT ANNUAL ASSURANCE REPORT 2016-17**

Brian Welch introduced the annual report which provided Members with the assurance from Internal Audit work undertaken during the year 2016-17. He highlighted that the overall opinion for both PCC & Force was that generally adequate and effective risk management, control and governance processes were in place to manage the achievement of objectives but weaknesses had been identified that needed addressing. A few audits had limited assurance but were not necessarily Nottinghamshire specific as they related to EMSCU.

During discussions and questions the following points were raised:

- Mr Welch confirmed that the definitions for the grading of opinions came from CIPFA.
- The Annual Report was a summary of audits that had previously been to the Audit & Scrutiny Panel.
- The Panel discussed how audits were scoped and whether there needed to be more detailed. Mr Welch explained the process used prior to undertaking an audit and the importance of service user involvement at an early stage.
- Mr Welch advised Panel Members that planned audits were listed in the Audit Plan and any particular issues and or requests to be involved in the scoping should be directed to him as soon as possible.

**RESOLVED: 2017/010**

That the report be noted.

**6) DRAFT OPCC AND GROUP FINAL STATUTORY ACCOUNTS AND**

**7) DRAFT ANNUAL GOVERNANCE STATEMENTS**

Charlotte Radford introduced the report which provided Panel Members with a copy of the audited statement of accounts and annual governance statements for 2016-17.

She explained that production of the statements had been challenging due to staff sickness but were ahead of schedule compared to last year. Additional staff had been trained so that the problem would not occur in the future. CIPFA were developing a system which would simplify the production of accounts in future years and Nottinghamshire was a pilot authority. Mrs Radford was confident that statutory deadlines would be met this year and in the future.

Copies of the reports were circulated to Members who were asked to provide feedback via email within two weeks.

During discussion and questions the following points were raised:

- Improvements in financial administration had resulted in expenditure remaining below budget in 2016-17 and the underspend had made a greater than anticipated contribution to reserves,
- The rate of staff leaving had been faster than predicted but had not impacted on Police performance. It would be a challenge to get new recruits in to the system so that operational performance was not affected.
- Mr Kimberley explained to the Panel the steps that had been taken to ensure that robust monitoring systems were in place and that more detail was incorporated in building budget estimates.
- Problems had occurred with the production of the capital accounts and revised copies of the statements would be circulated when the information was available.
- Reports had been through internal processes and FEB and included their comments but were still in draft format. Comments were needed from Audit & Scrutiny Panel prior to sign off.
- Paul Dawkins would check the reports for consistency across the three forces

**RESOLVED: 2017/011**

**That:**

- 1) Members reviewed the tabled draft documents and provided feedback on items which should be amended or included in the Statements of Accounts for the Chief Constable and the Police and Crime Commissioner
- 2) Members reviewed the tabled draft annual governance statements and provided feedback for the Chief Constable and Police and Crime Commissioner.

**Actions:**

Panel members to provide comments on the draft documents.

## **8) INTERNAL AUDIT PROGRESS REPORT**

Brian Welch introduced the report which provided members with an update on the progress made against the Internal Audit Annual Plan for 2017-18 and the findings from audits completed to date.

Mr Welch highlighted that since the last Audit & Scrutiny Panel meeting, three final reports in respect of 2016-17 audits for Nottinghamshire had been issued as well as the final two audits for the Collaboration. A summary of the work carried out, key findings and the assurance opinions were included in appendix 1 of his report.

During discussion and questions the following points were raised:

- Mr Welch confirmed that the audit team would check that agreed management actions had been completed as stated and he felt that a separate tracker would be a duplication of work as the information was reported through the quarterly Audit & Inspection report. The Chair felt that this was an area for development and would discuss with Julie Mair.
- A customer satisfaction survey was sent to auditees at the end of each audit but the response rate was low. It was felt that the survey should be issued independently by the Audit & Inspection team who should encourage feedback to ensure a better response rate.
- The Panel was concerned at the number of priority 2 recommendations for the Risk Management audit particularly as they may have taken assurance from reports presented by A&I team but were assured by Charlie Radford that at the time of the audit the department was in a state of flux and had made significant progress since.

### **RESOLVED: 2017/012**

That the contents of the report be noted.

#### **Actions**

To review how completion of management actions is reported to A&S Panel

To identify alternative methods for ensuring feedback is obtained for every report commissioned

## **12) PANEL WORK PLAN AND MEETING SCHEDULE**

The Panel work plan was currently under review and would be presented at the next meeting.

The next meeting would be held on Thursday 27 July 2017 at 2.00pm

The meeting closed at 11.30am

CHAIR

## **Nottinghamshire Police and Crime Commissioner**

### **Joint Audit and Scrutiny Panel**

#### **TERMS OF REFERENCE**

##### **Membership**

This Panel will consist of 5 members appointed from outside Nottinghamshire Police Force and the Police and Crime Commissioner's Office.

##### **Statement of Purpose**

To provide independent assurance on the sufficiency of the corporate governance and risk management arrangements in place across the OPCC and Force and the associated control environment, advising according to good governance principles and proper practices.

To enable effective scrutiny of key areas of activity within the OPCC and Force to ensure that the Force is meeting the needs of Nottinghamshire.

To oversee Internal Audit and External Audit helping to ensure efficient and effective audit arrangements are in place.

##### **Responsibilities**

1. To establish formal and transparent arrangements for considering how the corporate reporting, risk management and internal control principles are applied.
2. To assist the Police and Crime Commissioner and Chief Constable in fulfilling their responsibility for ensuring Value for Money.
3. To assist the Chief Finance Officer to the Police and Crime Commissioner in fulfilling their responsibility as Section 151 (and section 114 of the Local Government Finance Act 1988) Officer relating to probity, lawfulness of expenditure and internal control.
4. To assist the Chief Finance Office to the Chief Constable in fulfilling their responsibility as the statutory officer (Section 114 Local Government Finance Act 1988) relating to probity, lawfulness of expenditure and internal control.
5. To oversee an annual programme of scrutiny of key areas of activity on behalf of the Police and Crime Commissioner.

6. To make recommendations to the Police and Crime Commissioner and Chief Constable.
7. To have oversight of the governance regarding any collaborations undertaken by both the CC & PCC with particular attention to those collaboration which management and operation fall under the responsibility of the Chief Constable and Police and Crime Commissioner.

### **Terms of Reference**

Within the following classifications, the Audit and Scrutiny Panel, is:

#### **CORPORATE GOVERNANCE & REGULATORY FRAMEWORK**

1. To advise the Police and Crime Commissioner and Chief Constable on the adequacy and effectiveness of the systems of internal control, the arrangements for risk management, control governance processes and securing Value for Money.
2. To review any issue referred to the Panel by the statutory officers of the Police and Crime Commissioner and Chief Constable and make recommendations as appropriate.
3. To review and scrutinise the activities of the Chief Constable and make recommendations to the Police and Crime Commissioner as appropriate.
4. To secure assurance through the effective development and operation of risk management and make recommendations where appropriate to the Police and Crime Commissioner & the Chief Constable.
5. To ensure there is a whistle blowing policy and procedure in place and to review and gain assurance that this is being complied with.
6. To ensure there is an anti-fraud and corruption policy and procedure in place and to gain assurance that breaches are reported.
7. To monitor and challenge the appointment of consultants and temporary fixed term staff.
8. To review its own effectiveness on an annual basis.
9. To consult with key stakeholders to identify priorities for scrutiny of policing activity.

10. To ensure there is appropriate co-ordination between the internal audit plan, Her Majesty's Inspector of Constabulary (HMIC) inspection and the annual scrutiny programme to avoid duplication.

## **INTERNAL & EXTERNAL AUDIT**

11. To agree the appointment of the External Auditors and the Internal Auditors.
12. To approve the internal audit strategy and the audit charter annually and receive the external audit plan.
13. To ensure effective co-ordination between the internal and external auditors.
14. To consider the External Auditors Annual Governance Report and Annual Audit Letter.
15. To consider reports of the Internal and External Auditors and any implications relating to the internal control, risk and governance.
16. To monitor, within an agreed timescale, the implementation of agreed recommendations relating to internal audit reports and HMIC inspections and scrutiny reports.
17. To gain assurance that agreed/recommended actions have been taken in response to audit reports and, where appropriate, challenge and review a management comment that disagrees with a valid recommendation.
18. To gain assurance that all allegations of fraud and irregularity are properly followed up.
19. To commission work from internal and external auditors as may be necessary.

## **ACCOUNTS & FINANCE**

20. To contribute to the Annual Governance Assurance process for the legal entities of the Police and Crime Commissioner and Chief Constable.
21. To recommend the Annual Governance Statement for the Forces accounts to the Chief Constable and Police and Crime Commissioner.
22. To recommend the Annual Governance Statements of the Group accounts to the Police and Crime Commissioner.
23. To approve and recommend to the Police and Crime Commissioner the Group Statement of Accounts.

## **SCRUTINY**

24. To undertake specific scrutiny reviews as and when required.
25. Separate TORs will be created for each Scrutiny Review establishing the membership of the Review Group and its scope. Except in extremis no more than two scrutiny reviews will be carried out in a twelve month period.
26. To delegate authority to the Scrutiny Review Group to propose the scope of the review for approval by the Police and Crime Commissioner.
27. To receive and consider the findings and recommendations from each Scrutiny Review Group on completion of the review and present the findings to the Police and Crime Commissioner and Chief Constable for consideration and response as appropriate.
28. To receive regular update reports on responses and actions arising from any recommendations made in completed scrutiny reviews.

## **Frequency of Meetings**

29. To meet a minimum of four times per annum at times where key activities require consideration.
30. To hold a meeting at least once a year with other Region Panel Chairs to discuss mutual areas of interest and concern.

<b>For Decision</b>	
<b>Public/Non Public*</b>	<b>Public</b>
<b>Report to:</b>	<b>Joint Audit and Scrutiny Panel</b>
<b>Date of Meeting:</b>	<b>27<sup>th</sup> July 2017</b>
<b>Report of:</b>	<b>Chief Finance Officer</b>
<b>Report Author:</b>	<b>Pamela Taylor</b>
<b>Other Contacts:</b>	
<b>Agenda Item:</b>	<b>6</b>

## **SUMMARY ACCOUNTS FOR 2016-17**

### **1. Purpose of the Report**

- 1.1 These accounts are published to give a more concise and easily understandable version of the accounts for the general public for 2016-17.

### **2. Recommendations**

- 2.1 Members are requested to approve that the Chairman, in conjunction with the Chief Finance Officer, examines these accounts when ready and submit for publication on the website.

### **3. Reasons for Recommendations**

- 3.1 These accounts do not have statutory format but do complement the statutory accounts and are best practice for good financial governance. The submission by the Chairman will avoid any undue delay after the completion of the audit.

### **4. Summary of Key Points**

- 4.1 The summary accounts will be produced as soon as the audit is complete

### **5. Financial Implications and Budget Provision**

- 5.1 None as a direct result of this report.

### **6. Human Resources Implications**

- 6.1 None as a direct result of this report.

### **7. Equality Implications**

- 7.1 None as a direct result of this report.

### **8. Risk Management**

8.1 None as a direct result of this report.

<b>9. Policy Implications and links to the Police and Crime Plan Priorities</b>
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9.1 This complies with the Financial Regulations which underpin the achievement of all Police & Crime Plan priorities.

<b>10. Changes in Legislation or other Legal Considerations</b>
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10.1 None.

<b>11. Details of outcome of consultation</b>
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11.1 None.

<b>12. Appendices</b>
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12.1 None

<b>For Decision</b>	
<b>Public/Non Public*</b>	<b>Public</b>
<b>Report to:</b>	<b>Joint Audit and Scrutiny Panel</b>
<b>Date of Meeting:</b>	<b>27<sup>th</sup> July 2017</b>
<b>Report of:</b>	<b>Chief Finance Officer</b>
<b>Report Author:</b>	<b>Charlotte Radford</b>
<b>Other Contacts:</b>	<b>Paul Dawkins, Pamela Taylor, Mark Kimberley</b>
<b>Agenda Item:</b>	<b>7</b>

## STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENTS FOR 2016-17

### 1. Purpose of the Report

- 1.1 To provide members with a copy of the audited statement of accounts and annual governance statements for 2016-17.

### 2. Recommendations

- 2.1 Members are requested to:
- Having examined the statements provided to recommend the accounts and governance statements to the Police & Crime Commissioner for approval.
  - Also recommend the accounts and governance statements to the Police & Crime Commissioner and Chief Constable for signing.

### 3. Reasons for Recommendations

- 3.1 This complies with the Accounts and Audit regulations and good financial governance.

### 4. Summary of Key Points

- 4.1 The attached statements provide a fair view of the financial position of the Chief Constable, Police & Crime Commissioner and group as a whole.
- 4.2 The statements of the Chief Constable show the cost of policing and provision of services to deliver the Police & Crime Plan.
- 4.3 The Group accounts also include the financial statement relating to the Office of the Police & Crime Commissioner.
- 4.4 These accounts represent fairly the financial position of the Group and its individual entities.
- 4.5 These accounts have been published within the timescale required by legislation for next year. In preparing this way we have been able to incorporate

a new software solution that will make the process fully efficient and effective for the 2017-18 Statements.

- 4.6 As the Chief Finance Officer I would like to take this opportunity to thank the Senior Financial Accountant for her hard work in ensuring a new system has been introduced and new deadlines have been achieved. Particularly, with the absence of a key member of staff. I would also like to thank the other members of staff within Finance and the OPCC that have worked hard and responded often at short notice to ensure these accounts are published. Finally, but not least I would like to thank the Consultant from CIPFA that has made many changes to the system to ensure it is fit and compliant for OPCC's and Forces and the ways in which we work that differ from Local Government.

## **5. Financial Implications and Budget Provision**

- 5.1 None as a direct result of this report.

## **6. Human Resources Implications**

- 6.1 None as a direct result of this report.

## **7. Equality Implications**

- 7.1 None as a direct result of this report.

## **8. Risk Management**

- 8.1 None as a direct result of this report.

## **9. Policy Implications and links to the Police and Crime Plan Priorities**

- 9.1 This complies with the Financial Regulations which underpin the achievement of all Police & Crime Plan priorities.

## **10. Changes in Legislation or other Legal Considerations**

- 10.1 This complies with the current Accounts and Audit Regulations.

## **11. Details of outcome of consultation**

- 11.1 The draft accounts were made available for public inspection and published on the websites for comment.

## **12. Appendices**

- A – The Chief Constables Statement of Accounts 2016-17  
B – The OPCC and Group Statement of Accounts 2016-17



Statement of Accounts – 2016-17

The Chief Constable of Nottinghamshire



NOTTINGHAMSHIRE  
**POLICE**  
PROUD TO SERVE



**CONTENTS****CHIEF FINANCE OFFICER'S  
NARRATIVE REPORT**

PAGE 5

**The Chief Constable's  
Business Model**

PAGE 6

**Performance**

PAGE 8

**Financial  
Performance**

PAGE 9

**Outlook**

PAGE 10

**Who Works for  
Nottinghamshire Police**

PAGE 11

**Principal Risks**

PAGE 13

**FINANCIAL  
STATEMENTS****Comprehensive Income and  
Expenditure Statement**

PAGE 17

**Expenditure and Funding  
Analysis**

PAGE 18

**Movement in Reserves  
Statement**

PAGE 19

**Balance Sheet**

PAGE 21

**Cash Flow Statement**

PAGE 22

**NOTES TO THE  
ACCOUNTS**

PAGE 24

**GLOSSARY**

PAGE 39



## CHIEF FINANCE OFFICER'S NARRATIVE REPORT

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### NOTTINGHAMSHIRE

Nottinghamshire is a diverse County. It has a mixture of affluent communities and those developing from being former mining areas. The County's major urban area of the City and surrounding conurbation is mainly in the south with the majority of the north and east of the County being rural.

There is a population of approximately 1.1 million within the City and County.

The majority of properties across the City and County fall within Council Tax bands of A and B.

Nottinghamshire is one of five regional forces in the East Midlands and works closely with the others to provide a seamless and efficient service.

The Police and Crime Commissioner determines the level of funding allocated to the Chief Constable for the provision of police services within Nottinghamshire. The amount of funding available for distribution by the Commissioner is reliant on both Central Government funding and the amount received from local council tax payers. This amount is reducing in real terms year on year.

Brexit will continue to create uncertainty about the future of central Government funding and therefore the impact this may have on police funding in the future. The results could be positive or negative, but are not currently quantified.

### GOVERNANCE

The Commissioner is responsible for the totality of policing within the policing area; with operational policing being the responsibility of the Chief Constable.

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. To discharge this accountability the Commissioner and senior officers must put in place proper procedures for the governance and stewardship of the resources at his disposal.

## **Our Priorities**

**Engage Our  
Communities**

**Create a service  
that works for local  
people**

**Become an  
employer of choice**

## **Our Mission Statement**

**'Working with partners and the communities we serve to make  
Nottinghamshire a safe, secure place to live, work and visit'**

The force has a dedicated workforce of just under 3,200 officers and staff, who are supported by a growing army of hundreds of Special Constables, cadets and volunteers. Over the course of a typical day in Nottinghamshire, we:

- **deal with 966 incidents, of which 447 will require attendance**
- **deal with 225 new crimes**
- **make 56 arrests**
- **solve 58 crimes**
- **deal with 24 incidents associated with people with mental health issues**
- **attend 26 road traffic collisions**
- **deal with 94 antisocial behaviour incidents**
- **search for 11 people who had been reported missing**
- **carry out 5.3 stop and searches**

Policing is divided into two thematic areas, known as Uniformed Operations and Intelligence Investigations.

Each of the two areas is headed by a Chief Superintendent who is responsible for the policing of the area, and the teams within them.

Nottinghamshire is also divided into a number of Neighbourhood Policing Areas, each of which is headed by a Neighbourhood Policing Inspector.

Each neighbourhood is policed by a dedicated team made up of police officers, special constables and police community support officers (PCSOs), alongside community protection officers or neighbourhood wardens employed by local councils.

Local policing is complemented by a range of support units and departments that operate across the force. These include the control room, where staff answer 999 and non-emergency telephone calls, our roads policing section, criminal justice, crime investigation, force intelligence directorate, our dogs section, the forensics officers who work in our scientific support unit and the team that plans for major events and emergencies.

To ensure we provide an efficient and effective service, our work is

overseen by the Nottinghamshire Police and Crime Commissioner and the Police and Crime Panel.

Located in the heart of England, the county is renowned for its sporting roots, including Trent Bridge Cricket ground, the Capital FM National Ice Arena, Meadow Lane, home to the world's oldest football club Notts County, and the City Ground, home to former double European Cup winners Nottingham Forest.

We work closely with all of these attractions to ensure the thousands of tourists who visit Nottinghamshire each year have a safe and enjoyable visit.

With two universities, the University of Nottingham and Nottingham Trent University and New College in Nottingham (the second largest college in Europe), the city is home to more than 95,000 students.

## PERFORMANCE

### Achievements 2016-17

Over the last year we have made significant changes to improve the way in which we work.

- Compliance with the National Crime Recording Standard resulted in an increase in Total Crime of 13.7%.
- A new Chief Constable has been appointed.
- Force expenditure has come in below budget and the contribution to reserves was more than originally anticipated.
- A new target operating model has been commissioned which will see a reversal of the planned reduction in Police Officers.
- Nottinghamshire has led on the provision of body worn video for the service and the benefits of this have already been seen
- Nottinghamshire Police remains a strong performing force in comparison to other similar forces and the all force average for victim satisfaction. Around 81% were satisfied with overall service levels, 95% satisfied with the way they were treated and 97% satisfied with ease of contact in March 2017
- Anti-Social Behaviour fell by 6.5% during the year.
- The lowest increases in terms of national rankings - top 3 are:
  - Robbery of personal property (ranked 2nd best, -52, -6.31%)
  - Distraction burglary (ranked 3rd best, -16, -34.8%)
  - All Robbery (ranked 4th best, -31, -3.4%)
- The highest increases in terms of national rankings - top 3 are:
  - All other theft offences (ranked 2nd, +1,554, +18.9%)
  - Public order offences (ranked 4th, +2,071, +92.7%)
  - Violence without injury (ranked 5th, +5,312, +54.6%)
- The number of non-crime related mental health patients detained in custody suites fell by 78% (11)
- The Early Guilty Plea rate for the Magistrates' Court improved by 6.2%
- The conviction rate in Crown Court was 0.3% higher than the national average
- The number of young people (<15 yrs.) Killed or Seriously Injured on Nottinghamshire's roads has reduced 65% since the 2003 – 2009 average baseline.
- The proportion of victim-based crimes that go on to receive a court or out of court disposal also remains strong in Nottinghamshire compared to other force areas
- An increasing organisational focus on responding to issues of greatest threat, risk and harm has led to significant increases in the number of vulnerable people identified and protected in 2016-17, including victims of historic sexual offences, missing and absent person incidents and child protection-related crimes
- The force has also seen marked improvements in compliance with crime recording standards during the year which has resulted in a more accurate profile of local victimisation rates and more victims being identified and supported.

## FINANCIAL PERFORMANCE

The net expenditure for the Force in 2016-17 was £184.4 million which generated underspend of £1.0 million against the original budget.

This is an excellent performance in a year which required the delivery of an efficiency programme of £12.0 million to achieve a balanced budget.

This underspend is to be transferred to reserves held by the Police & Crime Commissioner as a contribution to repay reserves that were required to offset an overspend in the financial year ended 31<sup>st</sup> March 2016.

The 2016-17 efficiency target was broken down as follows:

Efficiencies included in the 2016/17 Budget	
	£'000
Police officer pay	3,334
Police officer overtime	200
Police staff pay	5,646
Police staff overtime	50
Other employee expenses	24
Premises costs	173
Transport costs	162
Comms & computing	575
Other supplies & services	512
Capital financing	1,062
Other	175
Income	100
	<b>12,012</b>

In 2016-17 £9.3 million (77.0%) of the efficiency savings were planned to be delivered through employee costs, in effect during the year a further £2.5 million saving was delivered.

This additional saving, combined with net underspends across other lines of expenditure and additional income, enabled the Force to make a further in year contribution to reserves of £1.2 million and a £0.75 million capital payment (MRP) to reduce future liabilities, whilst still delivering the budget underspend.

Income for the year was £15.9 million this was £1.3 million above expectations and was largely due to:

- Police Lead Prosecution (PLP) income
- IS transformation
- Insurance payments
- Vehicle recovery
- Rental of aerial masts
- IT services
- Professional Standards income, such as vetting
- Contact Management
- Recharge of a Tactical Support Unit officer
- Certificates and other fees such as firearms licences
- Rent charges from a number of buildings

## FINANCIAL PERFORMANCE (Cont)

### 2017-18 Budget - Breakdown

The proposed revenue budget for 2017-18 is £190.1 million as detailed below:

<b>Net Expenditure Budget</b>	<b>2017-18 £m</b>
Employee	150.4
Premises	6.0
Transport	5.7
Supplies & services	16.0
Agency & contract services	17.0
Pensions	4.9
Capital financing	4.8
Income	(13.5)
Efficiencies	(1.3)
Net use of reserves	0.0
<b>Total net expenditure</b>	<b>190.1</b>

## OUTLOOK

The force is responding positively to the challenges it faces, especially in the light of a significant £7.7 million budget overspend in 2015-16.



**Craig Guilford**  
**Nottinghamshire Chief Constable**

Work to develop a Tri-Force Collaboration is designed to deliver improvements and efficiencies in Enabling Services.

This Collaboration involving Leicestershire, Northamptonshire and Nottinghamshire has identified key areas where it is expected that joint work will deliver better outcomes.

Functions have been chosen to pilot the formation of business cases and a transformation grant from the Home Office was agreed in 2016 which will deliver an additional £5.7 million to the three Forces over two financial years in order to progress this agenda and deliver efficiencies quicker.

For local policing, a move towards a new policing model is now in the implementation phase which sees a transformation in the way in which policing is delivered in Nottinghamshire. This plan itself has already been reviewed by the newly appointed Chief Constable and our priority now is to invest in additional police officers and thus

increasing the number of constables that can be more flexibly deployed to meet policing demands; previously this investment was geared towards increasing front line non-uniformed police support roles.

The force intends to develop its own approach to business planning and investment within a clearly defined framework 'Quality of Service Principles'. This approach will facilitate a fast paced understanding of the organisation's baseline and ensuring investment in priority areas and identifying areas where expenditure may be withdrawn, reduced or used more effectively – thereby embedding the principles of efficiency in everything that the force undertakes.

It is also intended a number of 'deep dive reviews' as part of a rolling programme of change are implemented each year, these will be a more fundamental review and challenge to service delivery needs, methods of delivery, and a forward look to future service demands.

These reviews will have a separate reporting and review process.

Nottinghamshire continues to have an ambitious capital programme.

The main areas of expenditure for the next few years are:

- Tri-force collaboration (including projects with Transformation funding contribution from the Home Office).
- New Custody Suite.
- Maintaining the existing estate.
- Updating and replacing IT.

## WHO WORKS FOR NOTTINGHAMSHIRE POLICE

Nottinghamshire Police (including the Office of the Police and Crime Commissioner) employs approximately 1,886 police officers, 423 PCSOs and Specials and 1,168 staff in full-time and part-time positions.

Active recruitment plans for 2017-18 include positive action to improve the diversity and reflect more closely that of the County.

The College of Policing is working actively to provide apprenticeship entry into Policing. Nottinghamshire will pay an apprenticeship levy from April 2017, equating to 0.5% of the total pay bill.

This can be utilised to pay for apprenticeship training and to accredit specific specialist roles to a professional standard, including degree level.

This will allow Nottinghamshire to focus on areas of skills shortage and future skills growth areas.

## Overall Equality Characteristics

Gender	Headcount	%
Male	2,005	57.7
Female	1,472	42.3

Self Declared Disability	Headcount	%
No	3,287	94.5
Yes	88	2.5
Unspecified	102	2.9

Age Band	Headcount	%
25 and under	222	6.4
26-40	1,423	40.9
41-55	1,563	45.0
56 or over	269	7.7

Ethnicity	Headcount	%
Asian/Asian British	80	2.3
Black/Black British	41	1.2
Mixed	38	1.1
White/White British	3,197	91.9
Other	2	0.1
Not Known/Provided	119	3.4

## PRINCIPAL RISKS

A risk management strategy is in place to identify and evaluate risk. There are clearly defined steps to support better decision making through the understanding of risk, whether a positive opportunity or threat and the likely impact. The risk management processes are subject to regular review and updates. The key strategic notes are:

RISK	IMPACT	MITIGATION
Historic child sexual exploitation cases.	Significant resource demand on complex historic cases.	Allocation of dedicated resources. Monitoring of activity by executive management
Funding Formula Review.	Could result in either a positive or negative impact on the amount of police grant Nottinghamshire receives.	Development of scalable medium term operational plans. Identification of minimum policing model.
Delays in the national implementation of The Emergency Services Network -, a replacement for the current system used by the emergency services to communicate with each other in the event of an emergency response.	Significant cost increase if deployment is delayed.	A nationally managed project. Local and regional resources identified to assist the management of the project.

## Explanation of Accounting Statements

The Statement of Accounts sets out the Group income and expenditure for the year and its financial position at 31 March 2017. It comprises core and supplementary statements, together with disclosure notes. The format and content of the financial statements prescribed by the CIPFA Code of Practice on Local Authority Accountancy in the United Kingdom 2016-17; which in turn is underpinned by International Financial Reporting Standards.

A Glossary of terms can be found at the end of this publication.

## The Core Statements Are:

- **The Comprehensive Income and Expenditure Statement.** This records all income and expenditure for the year.
- **The Movement in Reserves Statement.** This is a summary of the changes to reserves during the course of the year.
- **The Expenditure Funding Analysis.** This shows the difference between management accounts and IFRS requirements.
- **The Balance Sheet.** This is a “snapshot” of the assets, liabilities, cash balances and reserves at the year end.
- **The Cash Flow Statement.** This shows the reasons for changes in cash balances.

## The Supplementary Financial Statements Are:

- **The Notes to the Accounts.** These provide more detail about the accounting policies and individual transactions.

## INDEPENDENT AUDITORS REPORT

This report sets out the opinion of the external auditor as to whether these statements present a true and fair view of the financial position and operations of the Commissioner and Group.

To be confirmed by KPMG

## STATEMENT OF RESPONSIBILITIES

### The Responsibilities of the Chief Constable

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 Chief Financial Officer
- Manage its affairs to secure economic, efficient and effective use of resources and to safeguard its assets
- Ensure that there is an adequate Annual Governance Statement
- Approve the Statement of Accounts

### The Responsibilities of the Chief Finance Officer

The Chief Financial Officer is responsible for the preparation of the Statement of Accounts in accordance with proper accounting 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 as at the accounting date and its Income and Expenditure for the year ended 31<sup>st</sup> March 2017. In preparing the Accounts the CFO has:

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

### Certification

I certify that in my opinion this Statement of Accounts present a true and fair view of the financial position of the Nottinghamshire Office of the Police and Crime Commissioner and Group as at 31 March 2017 and its income and expenditure for the year ended 31 March 2017.

P Dawkins CPFA  
Chief Finance Officer  
Nottinghamshire Police

### Approval

The Statement of Accounts was approved by the Joint Audit and Scrutiny Panel

C Gilford  
Nottinghamshire Police Chief  
Constable.

## FINANCIAL STATEMENTS



## Comprehensive Income and Expenditure Statement

The Comprehensive Income and Expenditure Statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation

Precepts are made to cover expenditure in accordance with statutory requirements; this may be different from the accounting cost. The taxation position is shown in both the Expenditure and Funding Analysis and the Movement in Reserves Statement.

2015-16			2016-17		
Expenditure £000	Income £000	Net £000	Expenditure £000	Income £000	Net £000
239,599	(21,289)	218,310	221,165	(21,546)	199,619
0	(8,648)	(8,648)	0	0	0
0	(221,878)	(221,878)	0	(228,295)	(228,295)
<b>239,599</b>	<b>(251,815)</b>	<b>(12,216)</b>	<b>221,165</b>	<b>(249,841)</b>	<b>(28,676)</b>
94,718	(5,868)	88,850	84,062	(39,519)	44,543
<b>334,317</b>	<b>(257,683)</b>	<b>76,634</b>	<b>305,228</b>	<b>(289,360)</b>	<b>15,868</b>
		(359,481)			521,784
		<b>(359,481)</b>			<b>521,784</b>
		<b>(282,847)</b>			<b>537,652</b>

## Expenditure and Funding Analysis

2015-16				2016-17			
Net Expenditure Chargeable to the General Fund	Adjustments	Net Expenditure in the Comprehensive Income and Expenditure Statement		Net Expenditure Chargeable to the General Fund	Adjustments	Net Expenditure in the Comprehensive Income and Expenditure Statement	
£000	£000	£000		£000	£000	£000	
230,526	(12,216)	218,310	Cost of Police services	228,295	(28,676)	199,619	
(8,648)	0	(8,648)	Transfers to and from Commissioners Reserves	0	0	0	
(221,878)	0	(221,878)	Funding from the Commissioner	(228,295)	0	(228,295)	
<b>0</b>	<b>(12,216)</b>	<b>(12,216)</b>	<b>Net Cost of Services</b>	<b>0</b>	<b>(28,676)</b>	<b>(28,676)</b>	
0	88,850	88,850	Other Income and Expenditure	0	44,543	44,543	
<b>0</b>	<b>76,634</b>	<b>76,634</b>	<b>Surplus or Deficit on Provision of Services</b>	<b>0</b>	<b>15,868</b>	<b>15,868</b>	

## Movement in Reserves Statement

The Movement in Reserves Statement shows the movement during the year on the different reserves held by the authority, analysed into 'usable reserves' (ie those that can be applied to fund expenditure or reduce local taxation) and other 'unusable reserves'. The Chief Constable holds no usable reserves.

The Statement shows how the movements in reserves are broken down between gains and losses incurred in accordance with the Code and the statutory adjustments required to return to the amounts chargeable to council tax for the year. A minor error was found and adjusted for from 2015-16 accounts

	General Fund Balance	Unusable Reserves	Total Reserves
	£000	£000	£000
<b>Balance at 31 March 2016</b>	0	2,181,086	<b>2,181,086</b>
<b>Minor error adjustment to prior year</b>		(6)	<b>(6)</b>
<b>Balance at 31 March 2016 adjyusted</b>		2,181,079	<b>2,181,079</b>
<b>Movement in reserves during 2016-17</b>			
Surplus or deficit on the provision of services	15,868		<b>15,868</b>
Other Comprehensive Income / Expenditure		521,784	<b>521,784</b>
<b>Total Comprehensive Income and Expenditure</b>	<b>15,868</b>	<b>521,784</b>	<b>537,652</b>
Adjustments between accounting basis and funding basis under regulations	(15,868)	15,868	<b>0</b>
<b>Increase or Decrease in 2016-17</b>	<b>0</b>	<b>537,652</b>	<b>537,652</b>
<b>Balance at 31 March 2017</b>	<b>0</b>	<b>2,718,730</b>	<b>2,718,730</b>

	General Fund Balance	Unusable Reserves	Total Reserves
	£000	£000	£000
<b>Balance at 31 March 2015</b>		2,467,171	<b>2,467,171</b>
<b>Movement in reserves during 2015-16</b>			
Surplus or deficit on the provision of services	76,634		<b>76,634</b>
Other Comprehensive Income / Expenditure		(359,481)	<b>(359,481)</b>
<b>Total Comprehensive Income and Expenditure</b>	<b>76,634</b>	<b>(359,481)</b>	<b>282,847</b>
Adjustments between accounting basis and funding basis under regulations	(76,634)	76,634	<b>0</b>
<b>Increase or Decrease in 2015-16</b>		(282,847)	<b>(282,847)</b>
<b>Balance at 31 March 2016</b>		<b>2,184,086</b>	<b>2,181,086</b>

## Balance Sheet

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the authority. The net assets of the authority (assets less liabilities) are matched by unusable reserves.

These hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'. All usable reserves are held by the Commissioner

31 March 2016		31 March 2017
£'000		£'000
(3,741)	Short-Term Creditors	(3,342)
<b>(3,741)</b>	<b>Current Liabilities</b>	<b>(3,342)</b>
(2,177,345)	Other Long-Term Liabilities	(2,715,388)
<b>(2,181,086)</b>	<b>Long Term Liabilities</b>	<b>(2,715,388)</b>
<b>(2,181,086)</b>	<b>Net Assets</b>	<b>(2,718,730)</b>
2,181,086	Unusable Reserves	2,718,730
<b>2,181,086</b>	<b>Total Reserves</b>	<b>2,718,730</b>

## Cash Flow Statement

The Cash Flow Statement shows that there are no cash flows through the Chief Constable Entity

2015-16		2016-17
£		£
76,634	Net (surplus) or deficit on the provision of services	15,868
(76,634)	Adjustment to surplus or deficit on the provision of services for non-cash movements	(15,868)
<b>0</b>	<b>Net cash flows from activities</b>	<b>0</b>



## NOTES TO THE ACCOUNTS



## Notes to the Accounts including Accounting Policies

### Note 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 2016-17 (The Code) and the Best Value Accounting Code of Practice 2016-17, supported by International Financial Reporting Standards (IFRS).

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.

## Note 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 Constables 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

## Note 3 - Exceptional Items

There are no exceptional items applicable in the year.

## **Note 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 2015-2016. The main changes are within the presentation of the CIES and a new note the Expenditure and Funding analysis

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.

## **Note 5 - Charges to the CIES for Non-Current Assets**

Although the Chief Constable does not directly hold any non-current assets a charge for depreciation is included as a proxy for using those assets

## **Note 6 - Government Grants and Contributions**

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

## **Note 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.

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

## **Note 8 - Allocation of Costs**

The changes to the Comprehensive Income and Expenditure Account have changed to reflect closer to the way management decisions are made.

The Chief Constable is therefore a single service entity

## Note 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.

## Note 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.

## Note 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.

## Note 12 - Income

Credited to Services			
31 March 2016		31 March 2017	
£000		£000	
(5,531)	Partnership and Joint Controlled Operations	(5,370)	
(1,858)	PFI Grant	(1,858)	
(3,557)	Recharge of Officers	(3,857)	
(10,343)	Other Income	(10,461)	
<b>(21,289)</b>	<b>Total</b>	<b>(21,546)</b>	

## Note 13 - Note to the Expenditure and Funding Analysis

This new core statement shows how annual expenditure is used and funded from annual resources (government grants and council tax) and compares

this with the Comprehensive Income and Expenditure Statement which includes economic resources

consumed or earned by authorities in accordance with generally accepted accounting practices.

2016-17			
	Net Pensions Statutory Adjustments £000	Other Statutory Adjustments £000	Total Adjustments £000
Cost of Police services	(28,284)	(391)	(28,676)
Transfers to and from Commissioners Reserves	0	0	0
Funding from the Commissioner	0	0	0
<b>Net Cost of Services</b>	<b>(28,284)</b>	<b>(391)</b>	<b>(28,676)</b>
Other Income and Expenditure	44,543	0	44,543
<b>Difference between the Statutory Charge and the Surplus or Deficit in the Comprehensive Income and Expenditure Statement</b>	<b>16,259</b>	<b>(391)</b>	<b>15,868</b>

2015-16			
	Net Pensions Statutory Adjustments £000	Other Statutory Adjustments £000	Total Adjustments £000
Cost of Police services	(10,597)	(1,619)	(12,216)
Transfers to and from Commissioners Reserves	0	0	0
Funding from the Commissioner	0	0	0
<b>Net Cost of Services</b>	<b>(10,597)</b>	<b>(1,619)</b>	<b>(12,216)</b>
Other Income and Expenditure	88,850	0	88,850
<b>Difference between the Statutory Charge and the Surplus or Deficit in the Comprehensive Income and Expenditure Statement</b>	<b>78,253</b>	<b>(1,619)</b>	<b>76,634</b>

The Net Change for the Pensions Adjustments is the removal of pension contributions and the addition of IAS 19 Employee Benefits pension related expenditure and income

For services this is the removal of the employer pension contribution and the replacement with current

service costs and past service costs.

For other income and expenditure this is the net interest on the defined benefit liability is charged to the CIES.

Other Differences – represents the accumulated absences difference between amounts debited/credited

to the Comprehensive Income and Expenditure Statement and amounts payable/receivable for taxation purposes.

## Note 14 - Expenditure Analysed by Nature

2015-16		2016-17
£000	Nature of Expenditure or Income	£000
(21,289)	Service income	(21,546)
239,599	Service expenditure	221,165
(221,878)	Income from Commissioner	(-228,295)
(5,868)	Pensions interest income	(39,519)
94,718	Pensions interest payment	84,062
<b>76,634</b>	<b>Surplus or Deficit for Year</b>	<b>15,868</b>

## Note 15 - External Audit Costs

KPMG LLP are the appointed external auditors, the cost of which was £0.015 million (£0.015m in 2015-16).

## Note 16 - Defined Benefit Pension Scheme

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.

## Note 17 - Officers' Remuneration

The following table sets out the remuneration for senior officers posts.

The officers included in this table are over £50,000 not included in the employees earning

2016-17							
2016-17		Salary, Fees & Allowances Note 1 £'000	Bonuses £'000	Expenses Allowances Note 2 £'000	Compensation for Loss of Office £'000	Pension Contribution £'000	Total £'000
Chief Constable Chris Eyre	3	46,373		1,082		10,956	58,411
Chief Constable - Sue Fish		119,632		5,719		27,181	152,532
Deputy Chief Constable Sue Fish		30,981		2,954		6,985	40,920
Deputy Chief Constable Simon Torr		101,230		3,592		23,805	128,627
Assistant Chief Constable - Simon Torr		21,378	0	867	0	5,006	27,251
Assistant Chief Constable - Stuart Prior		73,011	0	4,848	0	14,275	92,134
Assistant Chief Officer Finance & Resources	4	95,731		5,435		17,249	118,415
Director of Human Resources	4	94,955		5,494		17,363	117,812
Director of Information Services & IT	4 & 5	110,027		500		13,300	123,827
TOTAL CHIEF CONSTABLE		693,318	0	30,491	0	136,120	859,929

Note1: Expenses Allow ances include taxable expenses such as mileage, car allow ances, medical expenses and mortgage interest payments relating to relocation.

Note 2: Salary, Fees and allow ances includes Rent Allow ance, Housing Allow ance, Compensatory Grant and Compensation for Loss of Office.

Note 3: Chief Constable C Eyre retired 22/7/16

Note 4: This is the total earned the costs are apportioned betw een Nottinghamshire, Northamptonshire and Leicestershire Police

Note 5: Includes Market Rate Premium

## 2015-16

2015/16	Salary, Fees & Allowances Note 1 £'000	Bonuses £'000	Expenses Allowances Note 2 £'000	Compensation for Loss of Office £'000	Pension Contribution £'000	Total £'000
Chief Constable Chris Eyre	145,847	0	3,554	0	35,295	184,696
Deputy Chief Constable Sue Fish	120,320	0	7,648	0	29,118	157,086
Assistant Chief Constable - Crime and Justice	101,805	0	3,554	0	24,420	129,779
Assistant Chief Constable - Local Policing	104,991	0	3,554	0	24,825	133,370
<b>TOTAL CHIEF CONSTABLE</b>	<b>472,963</b>	<b>0</b>	<b>18,310</b>	<b>0</b>	<b>113,658</b>	<b>604,931</b>

Senior Employees Remuneration		
	2015-16	2016-17
£50,001 to £55,000	89	33
£55,001 to £60,000	50	79
£60,001 to £65,000	13	22
£65,001 to £70,000	7	10
£70,001 to £75,000	9	7
£75,001 to £80,000	3	5
£80,001 to £85,000	6	6
£85,001 to £90,000	2	6
<b>Total</b>	<b>179</b>	<b>168</b>

Exit Packages								
Exit package cost band (including special payments)	Number of compulsory redundancies		Number of other departures agreed		Total number of exit packages by cost band		Total cost of exit packages in each band (£000)	
	2015-16	2016-17	2015-16	2016-17	2015-16	2016-17	2015-16	2016-17
£0-£20,000	46	4	46	17	92	21	541	192
£20,001 - £40,000	1	1	8	2	9	3	298	85
£40,001 - £60,000	1	0	6	1	7	1	340	50
£60,001 - £80,000	0	0	0	0	0	0	0	0
£80,001 - £100,000	0	0	1	0	1	0	88	0
£100,001 - £150,000	0	0	0	0	01	0	0	0
<b>Total</b>	<b>48</b>	<b>5</b>	<b>68</b>	<b>20</b>	<b>109</b>	<b>25</b>		
<b>Total cost included in bandings all included within the CIES</b>							<b>1,267</b>	<b>327</b>

**Termination Benefits**

Termination benefits are payable as a result of a decision to terminate an employee's employment before the normal retirement date or an acceptance of voluntary redundancy. These are charged to the CIES when the Group is demonstrably committed to the decision.

25 contract were terminated during the year (109 in 2015-16), incurring costs of £0.3m, of which £0.06m was for pension strain (£1.3m in 2015-16).

Other departures agreed cover voluntary redundancies and compromise agreements. All of the costs were included within the CIES. There were no material payments in relation to injury awards during the year ended 31 March 2016

**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 an employee 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.

## Note 18 - 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.

Central Government has significant influence over the general operations of the Chief Constable, as 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.

Other Local authorities with whom partnership working is important, for instance within the area of anti-social behaviour may be an influencing factor.

## Note 19 - Accounting Standards Issued, Not Adopted

There are no applicable standards issued but not yet adopted that are applicable to Nottinghamshire Police Group.



## GLOSSARY

## Glossary

### ACCOUNTING PERIOD

The period of time covered by the accounts, normally a period of twelve months commencing on 1 April. The end of the accounting period is the Balance Sheet date.

### ACT

The Police Reform and Social Responsibility Act 2011

### BUDGET

The forecast of net revenue and capital expenditure over the accounting period.

### ACCOUNTING POLICIES

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

### AUDIT OF ACCOUNTS

An independent examination of the Authority's financial affairs.

### CIPFA

The Chartered Institute of Public Finance and Accountancy

### ACCRUALS

Sums included in the final accounts to recognise revenue and capital income and expenditure earned or incurred in the financial year, but for which actual payment had not been received or made as at 31 March.

### BALANCE SHEET

A statement of the recorded assets, liabilities and other balances at the end of the accounting period.

### CODE

The CIPFA Code of Practice on Local Authority Accounting governs the content of these accounts

**COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT (CIES)**

The account of the Authority that reports the net cost for the year of the functions for which it is responsible and demonstrates how that cost has been financed from precepts, grants and other income.

**DEPRECIATION**

The measure of the cost of wearing out, consumption or other reduction in the useful economic life of the Authority's fixed assets during the accounting period, whether from use, the passage of time or obsolescence through technical or other changes.

**GOVERNMENT GRANTS**

Grants made by the government towards either revenue or capital expenditure in return for past or future compliance with certain conditions relating to the activities of the Authority. These grants may be specific to a particular scheme or may support the revenue spend of the Authority in general.

**CONSISTENCY**

The concept that the accounting treatment of like items within an accounting period and from one period to the next are the same.

**EVENTS AFTER THE BALANCE SHEET DATE**

Events after the Balance Sheet date are those events, favourable or unfavourable, that occur between the Balance Sheet date and the date when the Statement of Accounts is authorised for issue.

**IFRS**

International Financial Reporting 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.

**CREDITOR**

Amount owed by the Authority for work done, goods received or services rendered within the accounting period, but for which payment has not been made by the end of that accounting period.

**GOING CONCERN**

The concept that the Statement of Accounts is prepared on the assumption that the Authority will continue in operational existence for the foreseeable future.

**GROUP**

Nottinghamshire Office of the Police and Crime Commissioner and its Group.

**MATERIALITY**

The concept that the Statement of Accounts should include all amounts which, if omitted, or mis-stated, could be expected to lead to a distortion of the financial statements and ultimately mislead a user of the accounts.

**PROVISION**

An amount put aside in the accounts for future liabilities or losses which are certain or very likely to occur but the amounts or dates of when they will arise are uncertain.

**REVENUE EXPENDITURE**

The day-to-day expenses of providing services.

**MINIMUM REVENUE PROVISION (MRP)**

The minimum amount which must be charged to the revenue account each year in order to provide for the repayment of loans and other amounts borrowed by the Authority.

**PUBLIC WORKS LOAN BOARD (PWLb)**

A Central Government Agency, which provides loans for one year and above to authorities at interest rates only slightly higher than those at which the government can borrow itself.

**PRIOR YEAR ADJUSTMENT**

Material adjustments applicable to previous years arising from changes in accounting policies or from the correction of fundamental errors. This does not include normal recurring corrections or adjustments of accounting estimates made in prior years.

**REMUNERATION**

All sums paid to or receivable by an employee and sums due by way of expenses allowances (as far as those sums are chargeable to UK income tax) and the money value of any other benefits. Received other than in cash. Pension contributions payable by the employer are excluded.



Nottinghamshire

**POLICE & CRIME COMMISSIONER**

**& Group Statement of Accounts  
DRAFT  
2016-17**

# Contents

<b>1. COMMISSIONERS FOREWORD</b>	<b>2. WRITTEN STATEMENTS AND CHIEF FINANCE OFFICER'S NARRATIVE REPORT</b>	<b>3. CORE FINANCIAL STATEMENTS</b>	<b>4. NOTES TO THE ACCOUNTS</b>	<b>5. SUPPLEMENTARY ACCOUNTS AND EXPLANATORY NOTES</b>	<b>6. GLOSSARY AND CONTACTS</b>
Foreword Page X	Chief Finance Officer's Narrative report Page X	Comprehensive Income and Expenditure Statement Page X	Accounting Policies Page X	Other Notes Page X	Glossary of Terms Page X
	Independent Auditor's Report Page X	Expenditure Funding and analysis Page X	Supporting Comprehensive Income and Expenditure Statement Page X	Pension Fund Accounts and Explanatory Notes Page X	Note References Page X
	Statement of Responsibilities for the Statement of Accounts Page X	Movement in Reserves Statement Page X	Supporting Expenditure Funding and analysis Page X	Financial Instruments Page X	Contact Information Page X
	Annual Governance Statement for the Group Page X	Balance Sheet Page X	Supporting Movement in Reserves Statement Page X	Remuneration Page X	
		Cash Flow Statement Page X	Supporting Balance Sheet Page X	Joint Operations Page X	
			Supporting Cash Flow Statement Page X		

## Foreword

Nottinghamshire Police prides itself on innovation and its visionary approach to public safety.

As pathfinders, 2016-17 was a significant year of change for the Force. Against the ever-present funding challenges presented centrally, Nottinghamshire continued to evaluate, self-reflect and remain adaptable to push the boundaries of policing performance and protect the integrity of its services.

These achievements have not only helped increase public safety but have also placed the Force in a strong financial and operational position to meet future demand challenges, respond to an evolving criminal threat and maximise value from public funds.

This statement of accounts reflects a good year for Nottinghamshire Police. Improvements in financial administration since 2015-16 have resulted in expenditure remaining below budget in 2016-17. This has enabled a far greater contribution to future reserves than originally anticipated and provides a healthier balance moving forwards which delivers adequate provision for growing costs such as insurance.

Nottinghamshire has a new financial team in place and is well-placed to manage the uncertainty and complexity of central funding constraints to continue keeping our communities safe. We also have a new Chief Constable and new Chief Officer Team to negotiate the challenges presented by crime and develop new ways of responding to threats.

Among the many successes of 2016-17 was the award of a new contract for victims' services which will improve the support and recovery of vulnerable people who suffer through crime and antisocial behaviour. Victim CARE (Cope and Recovery Empowerment), delivered by Catch 22, is already providing professional one-to-one support to a significant number of victims, helping them to move on with their lives and reduce their risk of repeat victimisation. This service has been built on the real experiences of victims' of crime and fulfils their recovery needs in the way they have told us is necessary.

We've also introduced the new target operating model which is enabling more police officers to be recruited than we originally anticipated. This is a hugely positive outcome and satisfies one of the greatest needs of our communities; to see more uniformed officers on their streets.

Elsewhere, Nottinghamshire has taken a national lead on Body Worn Video as a recipient of Home Office funding to the East Midlands Operational Support Service (EMOpSS). This relatively new technology has enhanced our investigation capabilities and evidence gathering, increased officer protection and enabled the Force to demonstrate greater accountability to the public, particularly in the light of Stop and Search powers.

Nottinghamshire's readiness to adapt and remain flexible to meet the changing needs of policing is demonstrated by the recent review of our Estates Strategy. Reflecting the pace of technological and interactional change within our communities, we've identified a more agile working environment for our officers and staff. This has meant sharing more with our local partners and collaborating our skills and resources in co-location hubs like the one in Mansfield to enable us to maintain visibility with a reduced headcount.

All of the above is helping us to stabilise crime levels and encourage victims of hidden crimes to report their experiences. Like most forces across the county we've seen an increase in offences however we remain below the national average with a 13.7% increase in crime up to the end of March 2017. The increase is partly as a result of the robust processes put in place to ensure our compliance with continually changing national recording systems which has made comparisons with previous years difficult.

There are of course areas of service which require improvement, as Her Majesty's Inspectorate of Constabulary (HMIC) identified in its recent PEEL: Police Effectiveness 2016 assessment. However, these exceptions have and continue to be addressed and improved upon to put the Force in the best possible position for the next HMIC inspection.

Ultimately, my goal and the goal of everyone working for and with Nottinghamshire Police is to reduce harm from our communities and give people the tools they need to making lasting changes. With a new Chief Constable at the helm, the commitment of many partners on-board and the addition of extra police officers in the year ahead, I'm confident we can look forward to a positive future.

**Paddy Tipping**  
**Police and Crime Commissioner**

# Chief Finance Officer's Narrative Report

## 2.1 NOTTINGHAMSHIRE

Nottinghamshire is a diverse County. It has a mixture of affluent communities and those developing from being former mining areas. The County's major urban area of the City and surrounding conurbation is mainly in the south with the majority of the north and east of the County being rural.

There is a population of approximately 1.1 million within the City and County.

The majority of properties across the City and County fall within Council Tax bands of A and B.

Nottinghamshire is one of 5 regional forces in the East Midlands and works closely with the other 4 to provide a seamless and efficient service.

Central Government funding provides the Commissioner with approximately 70% of the funding required to police Nottinghamshire. The remainder is met from local council tax payers.

The amount of Government grant is reducing each year at the same rate at which the council tax grows. This cash neutral position means that savings have to be found to finance the increasing costs that are incurred.

A funding Formula review of the Government grant is currently underway and the Home Office intention is that this will be implemented with effect from 1<sup>st</sup> April 2018.

Brexit will continue to create uncertainty about the future of central Government funding and therefore the impact this may have on police funding in the future. The results could be positive or negative, but are not currently quantified.

## 2.2 GOVERNANCE

The Commissioner is responsible for the totality of policing within the policing area; with operational policing being the responsibility of the Chief Constable.

The Commissioner is also responsible for ensuring that public money is safeguarded, properly accounted for and used economically, efficiently and effectively. To discharge this accountability the Commissioner and senior officers must put in place proper procedures for the governance and stewardship of the resources at their disposal.

The annual review of Governance and Internal Control is included within the arrangements for producing the Annual Governance Statement. This also includes the Chief Constables governance arrangements.

## 2.3 THE COMMISSIONERS PRIORITIES

Protect, support and respond to victims, witnesses and vulnerable people

Improve the efficiency, accessibility and effectiveness of the criminal justice process

Focus on priority crime types and those local areas that are most affected by crime and anti-social behaviour

Reduce the impact of drugs and alcohol on levels of crime and anti-social behaviour

Reduce the threat from organised crime

Prevention, early intervention and reduction in reoffending

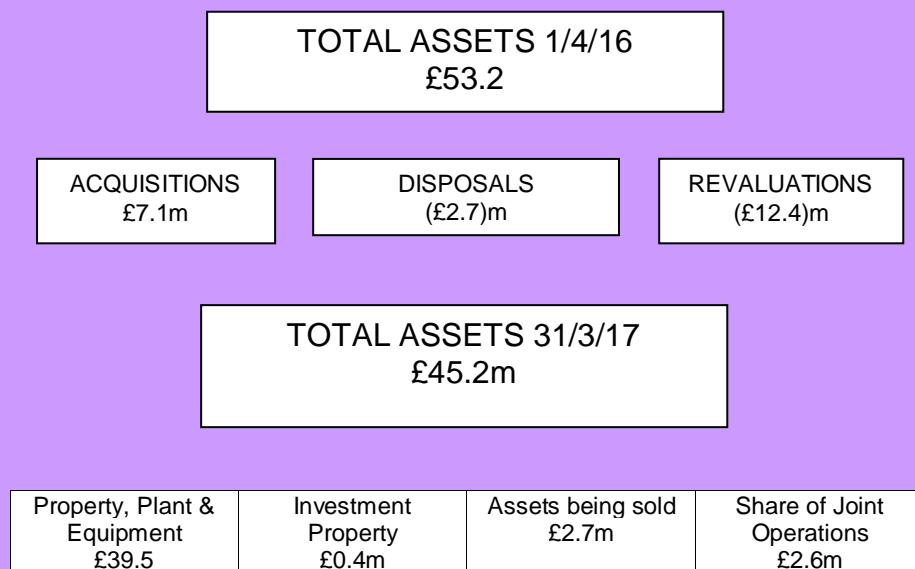
Spending public money wisely

<p><b>2.4 PERFORMANCE</b></p> <p><b>Achievements 2016-17</b></p> <p>Over the last year we have made significant changes to improve the way in which we work.</p> <ul style="list-style-type: none"> <li>• Compliance with the National Crime Recording Standard resulted in an increase in Total Crime of 13.7%.</li> <li>• A new contract has been let for provision of Victims Services across the County.</li> <li>• A new Chief Constable has been appointed.</li> <li>• Force expenditure has come in below budget and the contribution to reserves was better than originally anticipated.</li> <li>• A new target operating model has been commissioned which will see a reversal of the planned reduction in Police Officers.</li> <li>• Nottinghamshire has led on the provision of body worn video for the service and the benefits of this have already been seen.</li> </ul>	<ul style="list-style-type: none"> <li>• Anti-Social Behaviour (ASB) fell by 6.5% during the year.</li> <li>• The lowest increases in terms of national rankings - top 3 are: <ul style="list-style-type: none"> <li>○ Robbery of personal property (ranked 2nd best, -52, -6.31%)</li> <li>○ Distraction burglary (ranked 3rd best, -16, -34.8%)</li> <li>○ All Robbery (ranked 4th best, -31, -3.4%)</li> </ul> </li> <li>• The highest increases in terms of national rankings - top 3 are: <ul style="list-style-type: none"> <li>○ All other theft offences (ranked 2nd, +1,554, +18.9%)</li> <li>○ Public order offences (ranked 4th, +2,071, +92.7%)</li> <li>○ Violence without injury (ranked 5th, +5,312, +54.6%)</li> </ul> </li> <li>• The number of non-crime related mental health patients detained in custody suites fell by 78% (11)</li> <li>• The Early Guilty Plea rate for the Magistrates' Court improved by 6.2%</li> <li>• The conviction rate in Crown Court was 0.3% higher than the national average</li> <li>• The number of young people (&lt;15 yrs.) Killed or Seriously Injured (KSIs) on Nottinghamshire's roads has reduced 65% since the 2003-2009 average baseline.</li> </ul>	<ul style="list-style-type: none"> <li>• Nottinghamshire Police remains a strong performing force in comparison to other similar force areas and the all force average for victim satisfaction, with around 81% satisfied with overall levels of service, 95% satisfied with the way they were treated and 97% satisfied with ease of contact in March 2017</li> <li>• The proportion of victim-based crimes that go on to receive a court or out of court disposal also remains strong in Nottinghamshire compared to other force areas</li> <li>• An increasing organisational focus on responding to issues of greatest threat, risk and harm has led to significant increases in the number of vulnerable people identified and protected in 2016-17, including victims of historic sexual offences, missing and absent person incidents and child protection-related crimes</li> <li>• The force has also seen marked improvements in compliance with crime recording standards during the year which has resulted in a more accurate profile of local victimisation rates and more victims being identified and supported.</li> </ul>
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## 2.5 FINANCIAL PERFORMANCE

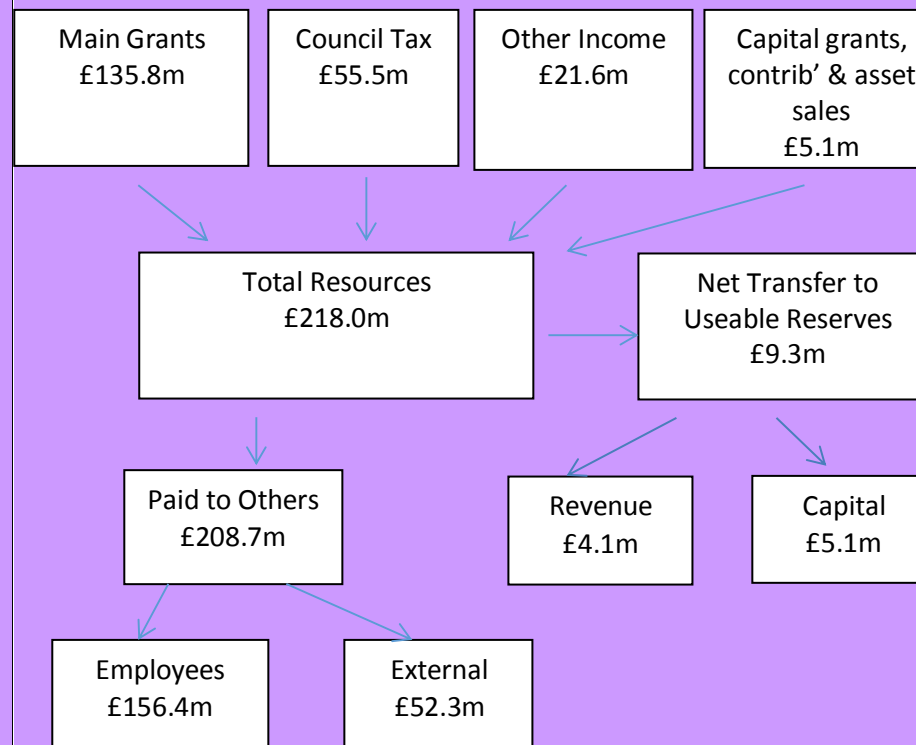
Nottinghamshire is responsible for managing non-current assets and assets being sold in excess of £45m

### Capital Cash Flows



Active Treasury management of these cash flows involved £511.6m of transactions in 2016-17.

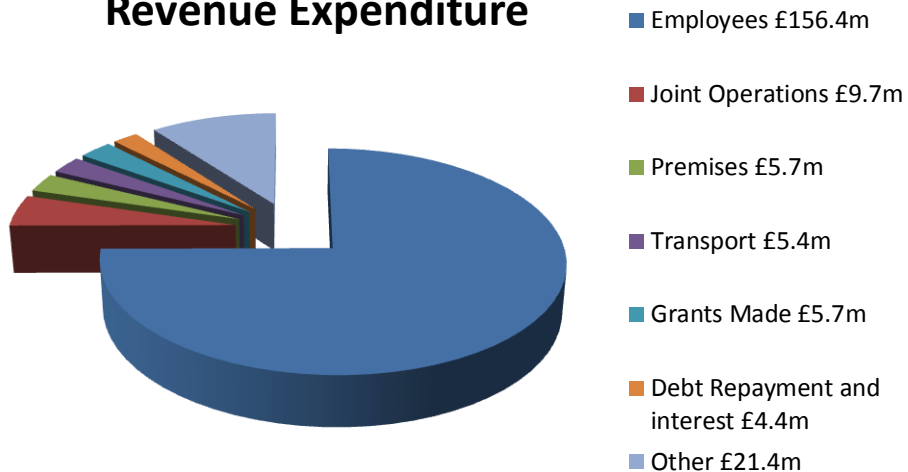
### Revenue Cash Flows



## 2.5 FINANCIAL PERFORMANCE (Cont.)

### Revenue Expenditure

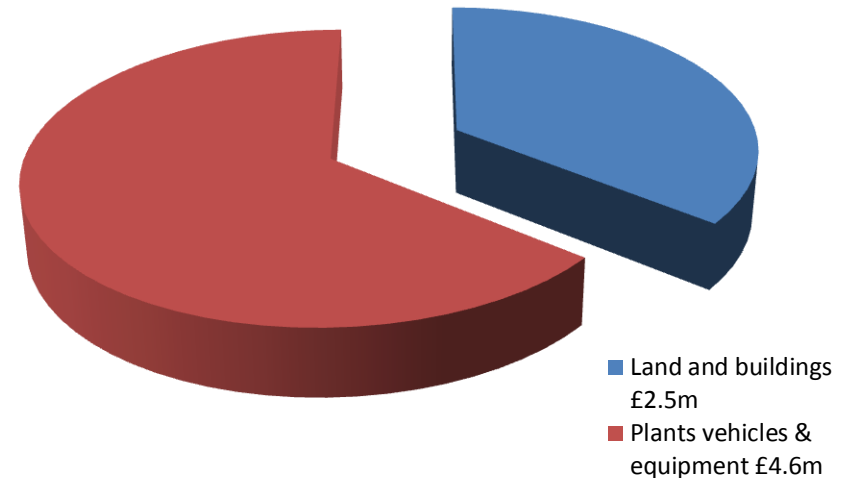
#### Revenue Expenditure



Financed by:	£m
Police & Crime Grant	126.1
Legacy Grant	9.7
Precept (incl. Surplus)	55.5
Other Income	21.5
Net Contribution to Reserves	(4.1)
	-----
	<b>208.7</b>
	-----

### Capital Expenditure

#### Capital Expenditure £7.1m



Financed by:	£m
Capital Receipts	0
Capital Grants	2.7
External borrowing	4.4
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	<b>7.1</b>
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## 2.5 FINANCIAL PERFORMANCE (Cont.)

### Capital Expenditure

Nottinghamshire continues to have an ambitious capital programme. The main areas of expenditure for the next few years are:

- Tri force collaboration (including projects with Transformation funding contribution from the Home Office).
- New Custody Suite.
- Maintaining the existing estate.
- Updating and replacing IT.

### Provisions and Reserves

The Insurance Provision required additional contributions during the year to meet the cost of potential claims outstanding.

Reserves received in year contributions to partly offset the reduction over the previous 2 years.

At 31 March 2017	
TOTAL PROVISIONS	£3.3m
TOTAL USABLE REVENUE RESERVES	£18.9m
TOTAL USABLE CAPITAL RESERVES	£3.3m

## 2.6 WHO WORKS FOR NOTTINGHAMSHIRE POLICE

Nottinghamshire Police (including the Office of the Police and Crime Commissioner) employs approximately 1,886 police officers 184 PCSOs and 239 Specials and 1,168 staff in full-time and part-time positions.

Active recruitment plans for 2017-18 include positive action to improve the diversity and reflect more closely that of the County.

The College of Policing is working actively to provide apprenticeship entry into Policing. Nottinghamshire will pay an apprenticeship levy from April 2017, equating to 0.5% of the total pay bill.

This can be utilised to pay for apprenticeship training and to accredit specific specialist roles to a professional standard, including degree level.

This will allow Nottinghamshire to focus on areas of skills shortage and future skills growth areas.

## Overall Equality Characteristics

Gender	Headcount	%
Male	2,005	57.7
Female	1,472	42.3

Self-Declared Disability	Headcount	%
No	3,287	94.5
Yes	88	2.5
Unspecified	102	2.9

Ethnicity	Headcount	%
Asian/Asian British	80	2.3
Black/African/Caribbean/Black British	41	1.2
Mixed/multiple ethnic group	38	1.1
White	3,197	91.9
Any other ethnic group	2	0.1
Not Known/not provided	119	3.4

Age band	Headcount	%
25 and under	222	6.4
24 – 40	1,423	40.9
41 – 55	1,563	45.0
56 or over	269	7.7
737		

<b>2.7 PRINCIPAL RISKS</b>  A risk management strategy is in place to identify and evaluate risk. There are clearly defined steps to support better decision making through the understanding of risk, whether a positive	opportunity or threat and the likely impact. The risk management processes are subject to regular review and updates. The key strategic notes are:
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RISK	IMPACT	MITIGATION
Brexit	Detrimental impact of Brexit on public sector financing.	Monitor national activity by the Government – consider lobbying through representative bodies.
Funding Formula Review	Could result in either a positive or negative impact on the amount of police grant Nottinghamshire receives.	Proactive work by the Commissioner on the national review body.
Level of Reserves	Insufficient reserves to meet significant risks.	An improving picture resulting from a significant improvement in force financial management.
Changes to crime types	The need for officers to be trained in new areas of growing crime such as on-line crime. Whilst continuing to manage traditional crime such as burglary.	Recruitment and training of officers with these skills.

Explanation of Accounting Statements	The Core Statements are:	The Supplementary Financial Statements are:
<p>The Statement of Accounts sets out the Group income and expenditure for the year and its financial position at 31 March 2017. It comprises core and supplementary statements, together with disclosure notes. The format and content of the financial statements is prescribed by the CIPFA Code of Practice on Local Authority Accountancy in the United Kingdom 2016-17; which in turn is underpinned by International Financial Reporting Standards.</p> <p>A Glossary of terms can be found at the end of this publication.</p>	<p>The Comprehensive Income and Expenditure Statement. This records all income and expenditure for the year. The top half of the statement provides an analysis by policing activity. The bottom half of the statement deals with corporate transactions and funding.</p> <p>The Expenditure and funding analysis is a new core statement introduced this year. It shows the link between accounting for taxation purposes and in accordance with the code.</p> <p>The Movement in Reserves Statement – is a summary of the changes to the Commissioners Reserves and the course of the year. Reserves are divided into “useable”, which can be invested in capital projects or service improvements, and “unusable”, which must be set aside for specific purposes.</p> <p>The Balance Sheet Commissioners – is a “snapshot” of the assets, liabilities, cash balances and reserves at the year-end date.</p> <p>The Cash Flow Statement – shows the reasons for changes in the Commissioners cash balances during the year, whether the change is due to operating activities, new investment or financing activities (such as the repayment of borrowing and other long term liabilities).</p>	<ul style="list-style-type: none"> <li>• The Annual Governance Statement – this sets out the governance arrangements in place and the key internal controls.</li> <li>• The Pension fund account – these provide detail about the transactions in relation to the pension fund account for Police Officers. Details relating to the Local Government Pension Scheme for staff (including PCSO’s) are provided in the notes to the accounts.</li> <li>• The Notes to the Accounts – these provide more detail about the accounting policies and individual transactions.</li> </ul>

## **INDEPENDENT AUDITORS REPORT**

This report sets out the opinion of the external auditor as to whether these statements present a true and fair view of the financial position and operations of the Commissioner and Group.

To be confirmed by KPMG

## STATEMENT OF RESPONSIBILITIES

### The Responsibilities of the Commissioner

The Commissioner is required to:

- Make arrangements for the proper administration of the financial affairs for the group and to secure that one of his officers has the responsibility for the administration of those affairs, in line with statute this is the Section 151 Officer.
- Manage the groups affairs to secure economic efficient and effective use of resources and safeguard its assets.
- Approve the statement of accounts.

### The Chief Finance Officer Responsibilities

The Section 151 Officer is responsible for the preparation of the Group Accounts. The statements are required by the CIPFA Code of Practice on Local Government accounting, to present fairly the financial position of the Group at the accounting date and the income and expenditure for the year then ended.

In preparing the Statement of Accounts the Section 151 Officer has:

- Selected suitable accounting policies and then applied them consistently except where policy changes have been noted in these accounts
- Made judgements and estimates that were reasonable and prudent
- Complied with the Code

The Section 151 Officer has also:

- Kept proper accounting records which are up to date, and
- Taken reasonable steps for the prevention and detection of fraud and other irregularities

### Certification

I certify that in my opinion this Statement of Accounts present a true and fair view of due financial position of the Nottinghamshire Office of the Police and Crime Commissioner and Group as at 31 March 2017 and its income and expenditure for the year ended 31 March 2017.

C Radford CPFA  
Chief Finance Officer  
Nottinghamshire Police and Crime Commissioner

### Approval

The Statement of Accounts was approved by the Joint Audit and Scrutiny Panel.

Paddy Tipping  
Nottinghamshire Police and Crime Commissioner

# ANNUAL GOVERNANCE STATEMENT 2016-17

## INTRODUCTION

Police and Crime Commissioners (Commissioners) are designated as Local Authority for accounting purposes. As such Commissioners are required to annually review the Governance procedures in place for the Office of the Police and Crime Commissioner and the Group.

The preparation and production of the Annual Governance Statement is in accordance with the CIPFA/SoLACE Delivering Good Governance in Local Government Framework (2016) (the Framework). The Framework requires Commissioners to be responsible for ensuring that:

- Their business is conducted in accordance with all relevant laws and regulations
- Public money is safeguarded and properly accounted for
- Resources have been used economically, efficiently and effectively to achieve agreed priorities within the police & Crime Plan

The Framework also expects that the Commissioners will put in place proper arrangements for the governance of their affairs, which facilitate the effective exercise of functions and ensure that the responsibilities set out above are being met.

## KEY ELEMENTS OF THE COMMISSIONERS GOVERNANCE FRAMEWORK

### Police & Crime Plan

- Sets the priorities for policing
- Sets the priorities for supporting victims
- Sets direction for the use of resources

### Scrutiny & Review

- Public meetings – Strategic Resources and Performance to hold the Chief Constable to account
- Joint Audit & Scrutiny Panel – to challenge and review the governance and actions of the OPCC and Force
- Public Consultation and Stakeholder events – to seek public opinion on priorities, police activity and the budget

### Police & Crime Panel

- Formalise the appointment of the Commissioner
- Independent body to review decisions of the Commissioner
- Challenge and support the aims of the Police & Crime Plan
- Review and agree the proposed level of precept
- Agree the appointment of the Chief Constable

### Decision making

- Public meetings recorded
- Decision records published on the Commissioner's website
- Risk management reported to Audit & Scrutiny regularly

### Effective Management Team

- Chief Executive is the Monitoring Officer responsible for governance
- Chief Finance Officer is the s151 Officer responsible for safeguarding the financial position of the group

HOW WE COMPLY WITH THE CIPFA SOLACE FRAMEWORK	PRINCIPLE A Behaving with integrity, demonstrating strong commitment to ethical values and respecting the rule of law	PRINCIPLE B Ensuring openness and comprehensive stakeholder engagement
<p>The Commissioner has approved and adopted:</p> <ul style="list-style-type: none"> <li>• Code of Corporate Governance</li> <li>• The requirements of the CIPFA/SoLACE Framework: Delivering Good Governance in Local Government Framework 2016</li> <li>• A number of specific strategies and processes for strengthening corporate governance</li> </ul> <p>Set out below is how the Commissioner has complied with the seven principles set out in the CIPFA/SoLACE Framework during 2016-17.</p>	<p>The Commissioner has endorsed the Code of Corporate Governance, which provides guidance on expected standards of behaviours to ensure integrity.</p> <p>The Commissioner has approved the Anti-Fraud, Bribery and Corruption policies. The Audit and Scrutiny Panel receives reports on how these arrangements have been applied during the year. There is a Whistle Blowing policy in place, which together with declaration of interests from the Commissioner, staff and police officers ensures ethical standards are being monitored and adhered to. Any whistle blowing activities notified are investigated by the Professional Standards Department and appropriate action is taken.</p> <p>The Section 151 Officer and Monitoring Officer have specific responsibility for ensuring legality, for investigating any suspected instances of failure to comply with legal requirements, and for reporting any such instances to the Commissioner and Audit and Scrutiny Panel or Police and Crime Panel.</p>	<p>All meetings of the Audit and Scrutiny Panel, Strategic Resources and Performance Panel and the Police and Crime Panel are open to the public. Papers, reports and decisions made by the Commissioner are published on the Commissioners website together with consultation and public surveys.</p> <p>The Commissioner has a public engagement consultation strategy which sets out how we engage with stakeholders, partners and the public, through a combination of collaborative working, representation on boards, stakeholder consultation meetings and attendance at public community events.</p>

<b>PRINCIPLE C</b> <b>Defining outcomes in terms of sustainable, economic, social and environmental outcomes</b>	<b>PRINCIPLE D</b> <b>Determining the interventions necessary to optimise the achievement of intended outcomes</b>	<b>PRINCIPLE E</b> <b>Developing capacity and capability</b>
<p>The Police and Crime Commissioner publishes a four year Police and Crime Plan which is refreshed annually. This is informed by the Strategic Policing Requirement, strategic assessments of the force and local partners combining into the Police and Crimes Needs assessment and reflective of emerging priorities for policing in Nottinghamshire.</p> <p>This plan is used to direct the resources of the Commissioner and Chief Constable. It informs the revenue budget on where resources are most needed and the Capital investment programme to identify the priority needs for investment.</p> <p>The Capital investment must meet the requirements of the prudential code in that they must be affordable. There are regular reports in compliance with the code during the year.</p>	<p>All new areas of business require a formal business case to be submitted. These business cases go through an internal approval process within the force before sign off by the Chief Constable or Commissioner depending on the value or public interest.</p> <p>The same is true of business cases relating to Tri-Force and Regional collaborations. The approval process is slightly different in that groups of officers form layers of approval (e.g. Operation group, DCC Board, CFO Board, CC Board and PCC Board). The end result is the same with the PCCs signing off the final business cases.</p>	<p>The Force works closely with the College of Policing to ensure we maximise our investment in officers and staff. This will include the apprenticeship scheme for new recruits and further development of officers aspiring into senior ranks.</p> <p>We have worked with local authority partners in the training and development of CIPFA qualified staff and will continue to identify other joint training schemes wherever possible.</p> <p>After several years of not recruiting staff and officers the focus will be on ensuring new recruits are well trained and capable.</p>

<b>PRINCIPLE F</b> <b>Managing risks and performance</b>		<b>PRINCIPLE G</b> <b>Implementing good practices in transparency, reporting and accountability.</b>
<p>Performance is a key driver for the force. This year there has been a national focus on ensuring compliance with the National Crime Recording Standard. This resulted in a reported crime increase during the year (13.7% for Nottinghamshire's total crime for 2016-17). However, we were well ranked in our tackling of robbery against the person, distraction burglary and all robbery.</p> <p>The force also experienced a significant reduction in the number of people held in custody with mental health issues, ensuring these people are now directed to the correct help at first point of contact.</p> <p>The Office of the Police and Crime Commissioner and the Force have a joint risk management strategy and monitor risks through the same system. These strategic risks are monitored reported to every meeting of the Joint Audit and Scrutiny Panel.</p> <p>There are joint policies in place for Risk Management; Anti-fraud, corruption and bribery and together with the financial</p>	<p>regulations set out expected processes and internal controls.</p> <p>We have a regional contract for the provision of Internal Audit. The Internal Audit team regularly provide reports on the effective operation of control and an annual report of the overall control environment.</p> <p>Lessons are learnt across forces through this shared contract.</p> <p>The Professional Standards department provides reports on actions within the disciplinary process and on lessons learnt nationally from the IPCC.</p> <p>An external community panel has been set up to review discrimination complaints.</p> <p>All recommendations from external and internal reviews (e.g. Audit and HMIC) are collated, reviewed and regularly reported on.</p>	<p>All decisions of the Commissioner are published on the website, together with any supporting information to explain why any particular option was taken.</p> <p>The Police and Crime plan together with financial strategies and internal policies are also published and reviewed regularly.</p> <p>Reporting of performance against operational and financial targets is undertaken on a regular basis. And the Commissioner meets with the Chief Constable on a weekly basis to challenge where the targets are slipping.</p> <p>The Police and Crime Panel meet regularly to hold the Commissioner to account for the decisions being taken. The minutes of this public meeting are published on the County Council website.</p> <p>In 2016-17 Nottinghamshire OPCC was awarded the "Transparency Quality Mark" by CoPaCC for the second year running.</p>

## REVIEW OF EFFECTIVENESS

The Commissioner uses a number of ways to review and assess the effectiveness of its governance arrangements. These are set out below:

<b>Assurance from Internal Audit</b>	
One of the key assurance statements that the Commissioner receives is the annual audit report and opinion of the Head of Internal Audit. During 2016-17, 19 areas including collaboration areas were reported on. Of which 10 were deemed to be satisfactory (60% of local recommendations and 80% of regional recommendations). 4 audits were advisory pieces of work and all key financial systems were reviewed.	Of the remaining 5 areas reviewed none were core financial systems and 6 of 37 recommendations were identified as Priority 1 (fundamental). These are detailed within the published annual report and will be monitored and reviewed during 2017-18. The internal auditors opinion for 2016-17 is that in the areas audited this was generally adequate and effective risk management, control and governance processes were in place to manage the achievement of the organisations objectives.
<b>Assurance from External Audit</b>	
The External Auditor, KPMG, provides assurance on the accuracy of the year-end Statement of Accounts and the overall adequacy of arrangements for securing value for money.	The Annual Governance report (ISA 260) will be issued to the Audit and Scrutiny Panel with the final statements including this Annual Governance Statement.
<b>Self-Assessment and review of key performance indicators</b>	
The Chief Executive and Chief Finance Officer of the OPCC have undertaken a review to confirm that the arrangements described above have been in place throughout the year. Assurance questionnaires have been completed and signed to provide confirmation that Codes	of Conduct, Financial Regulations and other corporate governance processes, have been operating as intended throughout the year so far as they are aware. A number of key outcome indicators exist to assess the quality of governance arrangements. Performance is set out below:

<b>Governance issues identified</b>	<b>Performance indicator</b>
Formal Reports issued by the s151 or Monitoring Officer	None issued
Outcomes from Monitoring Officers Investigations	None issued
Proven frauds by members of staff or officers	None identified 2016-17
Objections received from local electors	None
Ombudsman referrals upheld exceed national averages	None identified 2016-17
Limited assurance from Internal Audit Reports	5 out of 19 Internal Audit reports were issued with limited assurance.

<b>Follow up of issues identified in 2015-16</b>	
<b>Issues identified</b>	<b>Action taken</b>
Levels of Reserves were considered to be very low and a risk to financial sustainability	Improved financial governance in force. Regular reporting throughout the year to the PCC and reserves being increased from underspends identified and delivered.
Collaboration – Governance arrangements	S 22 agreement for the Tri-force collaboration is in process of being produced. S 22 agreement for MFSS is currently being reviewed.
Budget Management	Linked to the reserves above. Improved financial governance in force has made a significant improvement to the financial stability of the group.
Internal Audit – Limited assurance on Key Financial Systems	The follow-up audit reports have seen as significant improvement to those internal controls found to be weak. Other limited assurances relating to the Victims Code, Procurement and the Savings Programme have also been managed.
Economic Outlook	An improved position following the autumn statement and grant settlement for 2017-18. This continues to be monitored in light of Brexit.

## **CONCLUSION**

The Commissioner is satisfied that the appropriate governance arrangements are in place, however he remains committed to maintaining and wherever possible improving these arrangements, in particular by:

- Addressing the issues identified by internal audit as requires improving
- Addressing the issues identified by HMIC as requiring improvement
- Continued dialogue with the public through the Engagement strategy and public meetings

## **SIGNED**

**Paddy Tipping**  
**Nottinghamshire Police & Crime Commissioner**

**27<sup>th</sup> July 2017**

**Kevin Dennis**  
**Chief Executive**  
**27<sup>th</sup> July 2017**

**Charlotte Radford CPFA**  
**Chief Finance Officer**  
**27<sup>th</sup> July 2017**

## Comprehensive Income and Expenditure Statement

The Comprehensive Income and Expenditure Statement shows the accounting cost in the year of providing services in accordance with the code. The reconciliation to the amount received from main grants and taxation is explained by the Expenditure and Funding Analysis and the Movement in Reserves Statement. The format of the CIES is different in 2016-17 compared to 2015-16 as a result of code updates. It is now in line with the management reporting rather than the Police Objective Analysis.

2015-16			Income & Expenditure	2016-17		
Expenditure £000	Income £000	Net £000		Expenditure £000	Income £000	Net £000
239,599	(21,289)	218,310	Chief Constable	221,167	(21,546)	199,621
5,395	(1,416)	3,979	OPCC	5,469	(1,461)	4,008
<b>244,994</b>	<b>(22,705)</b>	<b>222,289</b>	<b>Cost of Services</b>	<b>226,637</b>	<b>(23,007)</b>	<b>203,630</b>
410	0	410	Other Operating Expenditure	20	(1,344)	(1,324)
89,566	1,113	90,680	Financing and Investment Income and Expenditure	86,033	(40,167)	45,865
0	(230,992)	(230,992)	Taxation and Non Specific Grant Income	0	(229,314)	(229,314)
<b>334,971</b>	<b>(252,584)</b>	<b>82,387</b>	<b>Surplus or Deficit on Provision of Services</b>	<b>312,690</b>	<b>(293,832)</b>	<b>18,858</b>
	(149)		Surplus or deficit on revaluation of Property, Plant and Equipment			264
	(363,154)		Re-measurement of the net defined benefit liability / asset			522,655
	<b>(363,303)</b>		<b>Other Comprehensive Income and Expenditure</b>			<b>522,919</b>
	<b>(280,916)</b>		<b>Total Comprehensive Income and Expenditure</b>			<b>541,777</b>

## Expenditure and Funding Analysis

This is a new core statement introduced by the code this year. It clearly demonstrates the link between the accounting figures included in the CIES and the amounts raised by grant and taxation used in the management accounting decision making.

2015-16			Expenditure & Funding	2016-17		
Net Expenditure Chargeable to the General Fund and HRA	Adjustments	Net Expenditure in the Comprehensive Income and Expenditure Statement		Net Expenditure Chargeable to the General Fund and HRA	Adjustments	Net Expenditure in the Comprehensive Income and Expenditure Statement
£000	£000	£000		£000	£000	£000
0	(12,216)	218,310	Chief Constable	228,295	(28,676)	199,621
8,415	(4,436)	3,979	OPCC	(6,974)	10,984	4,008
<b>238,941</b>	<b>(16,652)</b>	<b>222,289</b>	<b>Net Cost of Services</b>	<b>221,321</b>	<b>(17,692)</b>	<b>203,629</b>
(230,992)	91,090	(139,902)	Other Income and Expenditure	(224,880)	40,109	(184,772)
<b>7,949</b>	<b>74,438</b>	<b>82,387</b>	<b>Surplus or Deficit on Provision of Services</b>	<b>(3,559)</b>	<b>22,417</b>	<b>18,858</b>
(23,248)			Opening Combined General Fund Balance	(15,297)		
7,949			Plus / less Surplus or Deficit on the General Fund Balance for the Year (Statutory basis)	(3,559)		
<b>(15,299)</b>			<b>Closing Combined General Fund Balance</b>	<b>(18,857)</b>		

## Movement in Reserves Statement

The Movement in Reserves Statement shows the movement from the start of the year to the end on the different reserves held by the authority. It also shows which movements are as a result of accounting adjustments required by the code.

<b>Movement in Reserves</b>	<b>General Fund Balance</b>	<b>Earmarked General Fund Reserves</b>	<b>Capital Receipts Reserve</b>	<b>Capital Grants Unapplied Account</b>	<b>Total Usable Reserves</b>	<b>Unusable Reserves</b>	<b>Total Reserves</b>
<b>2016-17</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Balance at 31 March 2016</b>	(7,075)	(8,223)	(548)	(330)	<b>(16,176)</b>	2,198,631	<b>2,182,455</b>
<b>Movement in reserves during 2016-17</b>							
Surplus or deficit on the provision of services	18,858				<b>18,858</b>		<b>18,858</b>
Other Comprehensive Income / Expenditure						522,919	<b>522,919</b>
<b>Total Comprehensive Income and Expenditure</b>	<b>18,858</b>	<b>0</b>			<b>18,858</b>	<b>522,919</b>	<b>541,777</b>
Adjustments between accounting basis and funding basis under regulations	(22,418)		(2,745)	330	<b>(24,833)</b>	24,833	<b>0</b>
<b>Net Increase or Decrease before Transfers to Earmarked Reserves</b>	<b>(3,561)</b>	<b>0</b>	<b>(2,745)</b>	<b>330</b>	<b>(5,976)</b>	<b>547,752</b>	<b>541,777</b>
Transfers to / from Earmarked Reserves	3,560	(3,560)			<b>0</b>		<b>0</b>
<b>Increase or Decrease in 2016-17</b>	<b>0</b>	<b>(3,560)</b>	<b>(2,745)</b>	<b>330</b>	<b>(5,976)</b>	<b>547,752</b>	<b>541,777</b>
<b>Balance at 31 March 2017</b>	<b>(7,075)</b>	<b>(11,783)</b>	<b>(3,293)</b>	<b>0</b>	<b>(22,151)</b>	<b>2,746,383</b>	<b>2,724,232</b>

<b>Movement in Reserves</b>	<b>General Fund Balance</b>	<b>Earmarked General Fund Reserves</b>	<b>Capital Receipts Reserve</b>	<b>Capital Grants Unapplied Account</b>	<b>Total Usable Reserves</b>	<b>Unusable Reserves</b>	<b>Total Reserves</b>
<b>2015-16</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Balance at 31 March 2015</b>	(7,075)	(16,173)	(1,369)	(356)	<b>(24,973)</b>	2,488,344	<b>2,463,371</b>
<b>Movement in reserves during 2015-16</b>							
Surplus or deficit on the provision of services	82,387				<b>82,387</b>		<b>82,387</b>
Other Comprehensive Income / Expenditure						(363,303)	<b>(363,303)</b>
<b>Total Comprehensive Income and Expenditure</b>	<b>82,387</b>	<b>0</b>			<b>82,387</b>	<b>(363,303)</b>	<b>(280,916)</b>
Adjustments between accounting basis and funding basis under regulations	(74,437)		821	26	<b>(73,590)</b>	73,590	<b>0</b>
<b>Net Increase or Decrease before Transfers to Earmarked Reserves</b>	<b>7,950</b>	<b>0</b>	<b>821</b>	<b>26</b>	<b>8,797</b>	<b>(289,713)</b>	<b>(280,916)</b>
Transfers to / from Earmarked Reserves	(7,950)	7,950			<b>0</b>		<b>0</b>
<b>Increase or Decrease in 2015-16</b>	<b>0</b>	<b>7,950</b>	<b>821</b>	<b>26</b>	<b>8,797</b>	<b>(289,713)</b>	<b>(280,916)</b>
<b>Balance at 31 March 2016</b>	<b>(7,075)</b>	<b>(8,223)</b>	<b>(548)</b>	<b>(330)</b>	<b>(16,176)</b>	<b>2,198,631</b>	<b>2,182,455</b>

## Balance Sheet

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the authority. The net assets of the authority (assets less liabilities) are matched by the reserves held. Reserves are both usable which may be used to provide services and unusable reserves which fulfil specific accounting purposes.

31 March 2016 £000	Balance Sheet	31 March 2017 £000
51,387	Property, Plant and Equipment	41,210
350	Investment Property	415
454	Intangible Assets	451
45	Long Term Debtors	45
<b>52,236</b>	<b>Long Term Assets</b>	<b>42,121</b>
993	Assets Held for Sale	2,786
231	Inventories	270
27,649	Short Term Debtors	32,184
9,198	Cash and Cash Equivalents	2,018
<b>38,071</b>	<b>Current Assets</b>	<b>37,258</b>
(13,291)	Short-Term Borrowing	(7,273)
(26,692)	Short-Term Creditors	(23,228)
(3,592)	Provisions	(3,281)
<b>(43,575)</b>	<b>Current Liabilities</b>	<b>(33,782)</b>
(31,205)	Long Term Borrowing	(33,605)
(2,197,982)	Other Long-Term Liabilities	(2,736,224)
<b>(2,229,187)</b>	<b>Long Term Liabilities</b>	<b>(2,769,829)</b>
<b>(2,182,455)</b>	<b>Net Assets</b>	<b>(2,724,232)</b>
(16,176)	Usable Reserves	(22,151)
2,198,631	Unusable Reserves	2,746,383
<b>2,182,455</b>	<b>Total Reserves</b>	<b>2,724,232</b>

## Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the authority during the reporting period.

<b>2015-16</b> <b>£000</b>	<b>Cash Flow Statement</b>	<b>2016-17</b> <b>£000</b>
82,387	Net (surplus) or deficit on the provision of services	18,858
(86,771)	Adjustment to surplus or deficit on the provision of services for noncash movements	(23,486)
1,745	Adjustment for items included in the net surplus or deficit on the provision of services that are investing or financing activities	4,960
<b>(2,639)</b>	<b>Net cash flows from operating activities</b>	<b>331</b>
4,754	Net cash flows from investing activities	2,738
(4,763)	Net cash flows from financing activities	4,108
<b>(2,648)</b>	<b>Net (increase) or decrease in cash and cash equivalents</b>	<b>7,178</b>
6,550	Cash and cash equivalents at the beginning of the reporting period	9,198
<b>9,198</b>	<b>Cash and cash equivalents at the end of the reporting period</b>	<b>2,021</b>

## Accounting Policies

### 1 General Principles

The Statement of Accounts summarises transactions for the 2016-17 financial year and its position as at 31 March 2017. Annual Statement of Accounts are required to be published under the Accounts and Audit Regulations 2015, in accordance with proper accounting practices. These practices primarily comprise of the Code and the Best Value Accounting Code of Practice 2016-17, supported by International Financial Reporting Standards (IFRS). The Accounts have been prepared on a going concern basis using the historic cost convention, modified by the revaluation of certain categories of non-current assets and financial instruments. Under The Act 2011 the Commissioner and Chief Constable are separate 'corporation sole' bodies. Both are required to prepare a separate Statement of Accounts. The Financial Statements included here represent the Commissioner and the Commissioner as a group with the Chief Constable (The Group). The figures in these accounts are rounded appropriately and this may cause apparent minor mathematical errors

### 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. Whilst all the expenditure is paid for by the Commissioner including employee pay, the recognition in the Accounts is based on 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. When there is a gap between the date supplies are received and their consumption, they are carried as inventory on the Balance Sheet
- Expenditure in relation to services received is recorded as services are received rather than when payments are made. If required a debtor or creditor for the relevant amount is recorded in the Balance Sheet
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and 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 Cash and Cash Equivalents

Cash includes cash in hand and deposits of up to 24 hours' notice. Cash equivalents are investments that mature up to three months from acquisition date. These are readily convertible to known amounts of cash with insignificant risk of change in value. In the Cash Flow Statement, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand.

### 4 Exceptional Items

When items of income and expenditure are material, their nature and amount are disclosed separately, either on the face of the CIES or in the Notes to the Accounts, depending on how significant the items are to an understanding of the Group financial performance.

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

Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error. Changes in accounting estimates are accounted for in the current year and do not give rise to a prior period adjustment.

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the Group financial position or financial performance. Where a change is made, it is applied retrospectively (unless stated otherwise) by adjusting opening balances and comparative figures for the prior period as if the new policy had always been applied. Material errors discovered in prior year figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period. There are none in these Accounts.

## 6 Charges to Revenue for Non-Current Assets

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

- 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.

The Group is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisations. However, it is required to make an annual contribution, from revenue towards the reduction in its overall borrowing requirement in accordance with statutory guidance, the Minimum Revenue Provision (MRP).

## 7 Employee Benefits

### Benefits Payable during Employment

Short-term Employee Benefits are those due to be settled within 12 months of the year-end. This includes wages and salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits (e.g. cars). An accrual is made for the estimated cost of holiday entitlements or any form of leave, e.g. time off in lieu earned by employees, but not taken before the year-end, which employees can carry forward into the next financial year, (Accumulated Absences Account).

The accrual is made at the estimated salary rates applicable in the following accounting year, being when the employee takes the benefit. The accrual is charged to the CIES, but then reversed out through the Movement in Reserves Statement.

## Termination Benefits

Termination benefits are amounts payable as a result of a decision by the Group to terminate an employee's employment before the normal retirement date or an acceptance of voluntary redundancy. These are charged to the Non Distributed Costs line in the CIES when the Group is demonstrably committed to the decision (Note 20). If redundancy has been agreed by the end of the year, but the payments have not yet been made, then these are provided for.

## Post-Employment Benefits

Employees are members of two separate defined benefits pension schemes providing retirement lump sums and pensions, earned whilst employed by the Group

The Local Government Pensions Scheme (LGPS) for staff is administered by Nottinghamshire County Council. This is a funded scheme, meaning that the Group and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets. This scheme is a multi-employer scheme and the underlying assets and liabilities cannot be directly identified with individual employers. Therefore assets and liabilities are incorporated within these accounts on an apportioned basis. The assets are included at fair value. The liabilities are included at current prices using the appropriate discount rate. The discount rate is the annualised yield at the 22 year point on the Merrill Lynch AA-rated corporate bond yield curve which meets the requirements of IAS19.

The Police Pension Scheme for police officers is an unfunded scheme, meaning that there are no investment assets built up to meet the pension liabilities and cash has to be generated to meet actual pension payments as they eventually fall due. Under the Police Pension Fund Regulations 2007, the Group must transfer amounts to reduce the balance on the Pension Fund to zero. This is reimbursed from Central Government by way of Pension Top-up grant.

Pension Costs are accounted for in accordance with IAS19. This requires an organisation to account for retirement benefits in the year in which they are earned, even if the actual payment of benefit will be in the future. From 1 April 2015 this is based on a career average value. Actuarial gains and losses are charged to the Pension Reserve.

## Discretionary Benefits

The Group also has restricted powers to make discretionary awards of retirement benefits in the event of early retirements due to medical reasons or injury. Any liabilities estimated to arise as a result of an award to any member of staff are accrued in the year of the decision to make the award and accounted for using the same policies as are applied to the Local Government Pension Scheme.

## 8 Post Balance Sheet Events

Events after the Balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date on which the Statement of Accounts are authorised for issue. Two types of events can be identified:

- Those that provide evidence of conditions that existed at the end of the reporting period – the Statement of Accounts is adjusted to reflect such events
- Those that are indicative of conditions that arose after the reporting period – the Statement of Accounts are not adjusted to reflect such events, but where a category of events would have a material effect, disclosure is made in the notes of the nature of the events and their estimated financial effect

Events taking place after the date of authorisation for issue are not reflected in the Statement of Accounts.

## 9 Financial Instruments

Financial assets and liabilities are recognised on the Balance Sheet when the Commissioner enters a contract. They are initially measured at fair value and carried at their amortised cost. This generally will equate to the principal outstanding plus accrued interest. The interest debited or credited to the CIES is the amount payable per the loan agreement.

Financial assets held by the Group comprise loans and receivables. These have determinable payments but are not quoted in an active market. The loans made by the Group consist of short-term investments. Impairment may be appropriate if it becomes likely that the contract may not be fulfilled.

## 10 Government Grants and Contributions

All revenue government grants, and third party contributions and donations are recognised as income when the Group satisfies the conditions of entitlement. Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the CIES. Where grants and contributions are unconditional they are carried in the Balance Sheet as an Earmarked Reserve. A de minimis level of £0.050m exists whereby it is essential that income needs to be assessed whether it should form part of the Earmarked Reserves.

Capital grants are credited to the CIES, and they are reversed out of the General Fund Balance in the Movement in Reserves Statement. The grant is either used to finance capital expenditure or it is posted to the Capital Grants Unapplied Account to fund future capital expenditure.

## 11 Intangible Assets

Intangible assets do not have physical substance, but it is expected that future economic benefits or service potential will occur. Software licences are intangible assets, and are included at historic cost amortised over seven years, as there is no alternate method to ascertain a fair value.

## 12 Interests in Companies and Other Entities

The Nottinghamshire Office of the Police and Crime Commissioner is a separate entity to the Chief Constable and the relationship is clearly defined in the Governance Arrangements. The Commissioner has the lead controlling influence in the Group.

### 13 Joint Operations and Jointly Controlled Assets

Joint operations (JO's) are treated in accordance with IAS 31 - Interests in Joint Ventures. They are governed by Section 22 Agreements and incorporated into the accounts on agreed proportions.

### 14 Leases

The Code only uses the term lease, replacing all previous references to hire or rental. Under IAS 17, Leases are classified as finance leases if the terms of the lease transfer (substantially) all the risks and rewards incidental to ownership from the lessor to the lessee. Leases that do not meet the definition of finance leases are accounted for as operating leases. Where a lease covers both land and buildings, those elements are considered separately for classification. Major contracts are reviewed for the possibility of embedded leases within them.

Assets held under a finance lease are recognised on the Balance Sheet at fair value (or the present value of the minimum lease payments, if lower). There is a matching liability for the obligation to pay the lessor. Initial direct costs are added to the carrying amount of the asset. Lease payments are apportioned between finance charges debited to the CIES, and the acquisition charge applied to write down the lease liability. When incorporated into the balance sheet they are accounted for in the same way as other non - current assets. Rentals paid under operating leases are charged to the CIES.

The deminimis level for inclusion on the Balance Sheet is £0.015m

### 15 Service analysis

The Service analysis is based on reporting to management and as such follows the two services being Policing and the Office of the Police and Crime Commissioner.

## 16 Property, Plant and Equipment

Assets that have physical substance and are held for use in the production or supply of goods or services or for administrative purposes and that are expected to be used for more than one financial year are classified as property, plant and equipment.

### Recognition

Expenditure on the acquisition, creation or enhancement of property, plant and equipment is capitalised on an accruals basis, provided that the cost of the item can be measured reliably and it is probable it can generate future economic benefits or service potential. Expenditure that maintains, but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance) is charged as an expense when it is incurred, to the CIES.

Deminimis levels are applied to allow sensible administration arrangements without materially affecting the figures presented. The deminimis levels applied for all property, plant and equipment is £0.015m.

### Component Accounting

Assets are included as separate components, with appropriate depreciation where this is significant. The following deminimis level applies. Only assets with a carrying value above £0.600m are considered and then components are included; if the item forms at least 5% of the asset value.

### Measurement

Assets are initially measured at cost, comprising the purchase price plus costs in bringing the asset to the location and to be fit for purpose. The value of assets acquired other than by purchase is deemed to be its fair value. PFI and finance lease assets are capitalised at minimum lease payments over the term of the agreement.

Assets are then carried in the Balance Sheet using the following measurement bases:

- Fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV)
- Where there is no market-based evidence of fair value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as an estimate of fair value
- For non-property assets that have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for fair value
- Operational buildings have been valued on the basis of Existing Use Value
- Non-operational buildings have been valued on the basis of Open Market Value
- Bridewell custody suite is valued on a depreciated replacement cost (DRC) basis as this is deemed to be a specialised asset
- Plant, vehicles and equipment have been included at their depreciated historic valuation, as proxy for fair value. This is because the assets have relatively short lives and values
- Furniture and fittings are capitalised at cost
- Assets under construction are included at actual cost
- Investment properties are revalued annually at market value according to IFRS13
- Assets held for sale are held at market value

Increases in valuations have been matched by credits to the Revaluation Reserve since 1 April 2007, the date of its formal implementation. Gains prior to that date are consolidated into the Capital Adjustment Account. Where decreases in value are identified, they are accounted for as follows:

- Where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains)
- Where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down in the CIES once the Revaluation Reserve is fully used

## 17 Investment Properties

Investment properties are used to earn rentals or for capital appreciation, and not used in any way to deliver services or is not held for sale. The carrying value is annually revalued under IFRS13 to current fair value. Rentals received in relation to investment properties are credited to the CIES.

## 18 Impairment

Assets are assessed at each year-end for potential impairment. Where it is estimated to be material an impairment loss is recognised for the deficit, as follows:

- Where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains)
- Where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down in the CIES

Where an impairment loss is reversed subsequently by a revaluation gain, the reversal is credited to the CIES, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

## 19 Depreciation

Depreciation is provided for on all operational property, plant and equipment assets by the systematic allocation of their depreciable amounts, over their useful lives, after allowing for residual values on the following basis:

Asset Type	Depreciation Method	Period of Years
Land Nil	Nil as will not reduce in value	
Property	Straight Line	10-50 years as estimated by the valuer
Vehicles	Straight Line	1-20 years
Plant and Equipment	Straight Line	1-20 years
Finance Leases	Straight Line	Over the life of the finance lease

Where an item of property, plant and equipment has major components whose cost and life span is significantly different from the rest, the components are depreciated separately.

A full years charge is made in the year of acquisition, with no charge made in the year of disposal. Depreciation is charged to the CIES. Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost. This is transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

## 20 Disposals and Non-Current Assets Held for Sale

When a non-current asset is actively marketed, and the sale is reasonably expected in the next 12 months, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the CIES. Gains in fair value are recognised only up to the amount of any previous losses recognised in the Surplus or Deficit on Provision of Services.

If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to non-current assets and revalued appropriately.

When an asset is disposed of, or decommissioned for less than £0.010m the receipt is credited to the CIES and the carrying amount of the asset is the loss on disposal.

Amounts received for a disposal in excess of £0.010m are categorised as capital receipts. Receipts are required to be credited to the Capital Receipts Reserve, and can then only be used to finance new capital investment or set aside to reduce the Commissioner's underlying need to borrow (the Capital Financing Requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

All Revaluation Reserve balances relating to disposed assets are transferred to the Capital Adjustment Account.

## 21 Private Finance Initiative (PFI)

PFI and similar contracts are agreements to receive services, where the responsibility for making available the Property, Plant and Equipment which provides the services remains with the PFI contractor. The Commissioner has entered into two PFI contracts. The first relates to the initial design and construction, and now the on-going maintenance of the Riverside building. The second contractor is responsible for the provision and maintenance of vehicles. The vehicles have been judged against IFRIC4 and those valued above the de-minimis, and where at the inception of the lease the minimum lease payments amounted to at least 75% of the fair value of the asset, are classified as finance leases. The majority of vehicles met these conditions and the small remainder are included within the Cost of Services in the CIES.

For Riverside the annual amounts payable to the PFI operators comprise five elements:

- Fair value of the services received during the year – debited to the relevant service in the CIES
- Finance cost – an interest charge on the outstanding Balance Sheet liability, has been debited to the Financing and Investment Income and Expenditure line in the CIES for the PFI building
- Contingent rent – increases in the amount to be paid for the property arising during the contract, debited to the Financing and Investment Income and Expenditure line in the CIES
- Payment towards liability – applied to write down the Balance Sheet liability towards the PFI operator (the profile of write-downs is calculated using the same principles as for a finance lease)
- Lifecycle replacement costs – whereby a proportion of the amounts payable is posted to the Balance Sheet as a prepayment and then recognised as additions to Property, Plant and Equipment when the relevant works are eventually carried out

## 22 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 also that a reliable estimate can be made of the amount of the obligation. This is charged to the CIES on becoming aware of the obligation. They are measured as the best estimate at the balance sheet date, taking into account relevant risks and uncertainties.

Settlement of the obligation is charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed and further transactions to or from the CIES are made appropriately.

## 23 Contingent Liabilities

A contingent liability arises where a past event gives a possible obligation which depends on the outcome of uncertain future events not wholly within the control of the Group. Contingent liabilities also arise in circumstances where a provision would otherwise be made, but there is not the level of certainty on either likelihood or value. Contingent liabilities are not recognised in the Balance Sheet, but disclosed in a note to the Accounts.

## 24 Contingent Assets

A contingent asset arises where an event has taken place that gives the potential for an asset, whose existence will only be confirmed by the occurrence or otherwise of uncertain future events, not wholly within the control of the Group. They are not recognised in the Balance Sheet, but disclosed in a note to the Accounts.

## 25 Reserves

Reserves are set aside for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. Expenditure to be financed from a reserve is charged to the appropriate service and hence included within the Provision of Services in the CIES. The reserve is then appropriated back in the Movement in Reserves Statement to avoid impacting on council tax.

Other reserves are unusable and they are solely to manage the accounting processes for capital, financial instruments, retirement, and employee benefits.

## 26 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.

## 27 Cash Flow Statement

This has been prepared using the 'Indirect Method', which adjusts the surplus or deficit on the provision of services adjusted for non-cash items.

## 28 Revenue Expenditure Funded from Capital Under Statute (REFCUS)

Revenue expenditure funded from capital under statute (REFCUS) represents expenditure that may be capitalised under statutory provisions, but does not result in the creation of tangible assets.

## Accounting Standards Issued, Not Adopted

There are no applicable standards issued but not yet adopted that are applicable to Nottinghamshire Police and Crime Commissioners Group.

## Notes to the Accounts

### Note 1.1 - Critical Judgements in Applying Accounting Policies

In applying the accounting policies set out in Note 1, the authority has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in the Statement of Accounts The main critical judgement made in the Statement of Accounts is that there is a high degree of uncertainty about future levels of funding for the Police Service. However, it is considered that this uncertainty is not yet sufficient to provide an indication that assets might be impaired as a result of a need to close facilities.

### Note 1.2 - Material Items of Income and Expense

There are no changes to accounting policies this year, The main changes to the statements are as a result of amendments to the code. The major change in 2016-17 is the revised analysis shown in the CIES and the new core statement being the Expenditure Funding Analysis. These changes have been introduced to clearly demonstrate the link between management accounting for decision making and financial accounting for statutory purposes.

The accounts are produced on a 'true economic cost basis' which differs from the cost required to be met from taxpayers. The Pension Reserve absorbs the timing differences between the difference in accounting and funding for post-employment benefits in accordance with statutory provisions. The CIES recognises the benefits earned by employees accruing service. The liabilities are adjusted for inflation, valuation assumptions and investment returns. Statutory arrangements require benefits to be financed as employers contributions are paid to pension funds and pensioners. The debit balance on the Pension Reserve represents a substantial shortfall in the benefits earned by past and current employees and the resources set aside to meet them. The statutory arrangements ensure that funding will meet payments. This has a significant impact on the surplus / deficit for the year and on the value of the Balance sheet, particularly in respect of pensions calculations which are based on actuarial valuations as opposed to the transactions which have taken place in the year.

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

There have been the following significant events during the year:

#### A19 Legal Challenge

There has been a significant Employment Tribunal challenge against the use of the A19 Regulation. The decision was that the enforcement of retirement for officers with 30 years pensionable service contravened age discrimination legislation. Nottinghamshire were successful in appealing against this decision. The counter appeal was unsuccessful but the matter is still subject to further appeal. The defence remains strong and the quantum cannot be determined hence the contingent liability remains.

#### Tri-Force Collaboration

There has been an agreement for closer collaborative working with Northamptonshire and Leicestershire Police. Work streams to achieve this are underway with the initial focus on Enabling Services.

### Note 1.3 - Assumptions Made about the Future and Other Major Sources of Estimation Uncertainty

The Statement of Accounts contains estimated figures that are based on assumptions made by the authority about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

The largest area of estimation included within the Accounts is in staff related costs. These include calculations for overtime, bonuses, accumulated absences, early retirement costs and other one off payments. A greater level of estimation has been used this year for the first time in order to achieve more timely information. All estimations have been checked retrospectively and only those found to materially impact on the accounts have been amended

The professional judgement of the Transport Manager is relied upon to provide vehicle valuations added to the Balance Sheet. These estimations are required due to the unavailability of the purchase information from the PFI supplier.

The pension's adjustments are based on the professional judgement of the Actuaries and these form a significant part of the accounts.

The valuations of fixed assets are based on periodic valuations plus any valuations felt required due to current circumstances from a qualified valuer. There is a chance that particular assets may not full represent fair value.

An item in these accounts which has a significant risk of material adjustment in the forthcoming financial year is the Insurance Claim Provision. A time lag may occur between insurable liability events and the date claims are received. No allowance is made for this value unless specific incidents have occurred which make it appropriate to do so. One potential use of the General Reserve is to cover for emerging trends of liability claims or an exceptional value of incurred but not reported claims. Estimates of the value of claims change as information regarding the circumstances evolve. The provision of £2.9m is based on estimates provided by Insurance Companies and by the Regional Legal Services Team. An increase / decrease in the value of claims of 10% will impact the provision by (+/-) £0.29m.

## Note 2 - Events After the Balance Sheet Date

The Statement of Accounts was authorised for issue by the Chief Financial Officer on xx September. There are no prior period adjustments or post balance sheet events in 2016-17.

## Note 3.1 - Income Credited to Services

<b>31 March 2016</b> <b>£000</b>		<b>31 March 2017</b> <b>£000</b>
(5,531)	Partnership and Joint Controlled Operations	(5,370)
(1,858)	PFI Grant	(1,858)
(3,557)	Recharge of Officers	(3,857)
(10,343)	Other Income	(10,461)
(1,416)	Relating to the Commissioner - Other Income	(1,461)
<b>(22,705)</b>	<b>Total</b>	<b>(23,007)</b>

### Note 3.2 - Financing and Investment Income and Expenditure

2015-16 £000		2016-17 £000
1,916	Interest payable and similar charges	1,864
88,962	Net interest on the net defined benefit liability (asset)	44,160
(249)	Interest receivable and similar income	(93)
50	Income and expenditure in relation to investment properties and changes in their fair value	(65)
90,680	Total	45,865

### Note 3.3 - Taxation and Non-Specific Grant Income

2015-16 £000		2016-17 £000
(53,422)	Council tax income	(54,888)
(48,399)	Non-domestic rates income and expenditure	(48,123)
(127,725)	Non-ringfenced government grants	(123,933)
(1,447)	Capital grants and contributions	(2,370)
<b>(230,992)</b>	<b>Total</b>	<b>(229,314)</b>

### Note 3.4 - Other Operating Expenditure

2015-16 £000		2016-17 £000
410	Gains/losses on the Disposal of Non-Current Assets	(1,344)
0	Other	20
<b>410</b>	<b>Total Other Operating Expenditure</b>	<b>(1,324)</b>

### Note 3.5 - Impairment Losses

The Estates Manager reported no instances of impairment.

### Note 3.6 - Note to the Expenditure and Funding Analysis

This is a new core statement required by the 2016-17. It gives a service analysis in line with regular management reporting and also explains the statutory adjustments that are included within the CIES.

<b>2016-17</b>	<b>Net Capital Statutory Adjustments £000</b>	<b>Net Pensions Statutory Adjustments £000</b>	<b>Other Statutory Adjustments £000</b>	<b>Total Adjustments £000</b>
Chief Constable	0	(28,284)	(391)	(28,676)
OPCC	10,959	28	(4)	10,984
<b>Net Cost of Services</b>	<b>10,959</b>	<b>(28,256)</b>	<b>(395)</b>	<b>(17,692)</b>
Other Income and Expenditure	(4,634)	44,160	583	40,109
<b>Difference between the Statutory Charge and the Surplus or Deficit in the Comprehensive Income and Expenditure Statement</b>	<b>6,325</b>	<b>15,904</b>	<b>187</b>	<b>22,417</b>

<b>2015-16</b>	<b>Net Capital Statutory Adjustments £000</b>	<b>Net Pensions Statutory Adjustments £000</b>	<b>Other Statutory Adjustments £000</b>	<b>Total Adjustments £000</b>
Chief Constable	0	(10,597)	(1,619)	(12,216)
OPCC	(1,983)	650	(3,103)	(4,436)
<b>Net Cost of Services</b>	<b>(1,983)</b>	<b>(9,947)</b>	<b>(4,722)</b>	<b>(16,652)</b>
Other Income and Expenditure	2,425	88,966	(301)	91,090
<b>Difference between the Statutory Charge and the Surplus or Deficit in the Comprehensive Income and Expenditure Statement</b>	<b>442</b>	<b>79,019</b>	<b>(5,023)</b>	<b>74,438</b>

### Note 3.7 - Expenditure Analysed by Nature

<b>2015-16 £000</b>	<b>Nature of Expenditure or Income</b>	<b>2016-17 £000</b>
199,012	Expenditure on services Employee related	178,188
45,982	Expenditure on services Other	48,449
(22,705)	Income from services	(23,007)
(53,422)	Income from local taxation	(54,888)
(177,570)	Government grants and contributions	(174,426)
7,522	Depreciation, amortisation and impairment	14,571
83,158	Other Financing	31,295
410	Gain or loss on disposal of non-current assets	(1,324)
<b>82,387</b>	<b>Surplus or Deficit for Year</b>	<b>18,858</b>

## Note 4.1 - Transfers to/from Earmarked Reserves

This shows how monies have been set aside or used during the year. All earmarked reserves are within the PCC accounts only.

Reserves	Balance at 1 April 2015	Transfers In 2015- 16	Transfers Out 2015-16	Balance at 31 March 2016	Transfers In 2016- 17	Transfers Out 2016-17	Balance at 31 March 2017
	£000	£000	£000	£000	£000	£000	£000
<b>General Fund Reserves:</b>							
Police Property Act	(123)	(7)	0	<b>(130)</b>	(53)	0	<b>(183)</b>
Drug Fund	(71)	(3)	0	<b>(74)</b>	(2)	0	<b>(76)</b>
VAT Reserve	(36)	0	36	<b>0</b>	0	0	<b>0</b>
PFI Life Cycle Costs	(294)	(38)	0	<b>(332)</b>	0	358	<b>27</b>
Revenue Grants	(2,286)	(344)	117	<b>(2,513)</b>	(605)	370	<b>(2,747)</b>
Medium Term Financial Plan	(10,324)	(36)	9,294	<b>(1,066)</b>	(2,208)	0	<b>(3,274)</b>
Tax Base Reserve	(230)	0	7	<b>(223)</b>	(1,025)	1	<b>(1,247)</b>
Animal Welfare	(19)	0	0	<b>(19)</b>	0	0	<b>(19)</b>
PCC	(487)	(108)	0	<b>(595)</b>	(57)	30	<b>(622)</b>
Grants and Commissioning	(1,024)	(875)	0	<b>(1,899)</b>	(645)	45	<b>(2,499)</b>
PCC Night Time Levy	0	(161)	0	<b>(161)</b>	(135)	12	<b>(284)</b>
Estimation Reserve	0	0	0	<b>0</b>	(13)	0	<b>(13)</b>
Earmarked Reserve - Other	0	0	0	<b>0</b>	0	0	<b>0</b>
Joint Operations	(1,278)	0	68	<b>(1,210)</b>	0	365	<b>(845)</b>
<b>Total Earmarked Reserves</b>	<b>(16,173)</b>	<b>(1,572)</b>	<b>9,522</b>	<b>(8,223)</b>	<b>(4,742)</b>	<b>1,182</b>	<b>(11,783)</b>

## Note 4.2 - Usable Reserves

<b>31 March 2016 £000</b>	<b>Capital Receipts Reserve</b>	<b>31 March 2017 £000</b>
(1,369)	Balance 1 April	(548)
(298)	Capital Receipts in year	(2,745)
<b>(548)</b>	<b>Balance 31 March</b>	<b>(3,293)</b>

<b>31 March 2016 £000</b>	<b>Capital Grants Unapplied</b>	<b>31 March 2017 £000</b>
(356)	Balance 1 April	(330)
(4,107)	Capital grants recognised in year	(2,370)
4,133	Capital grants and contributions applied	2,700
<b>(330)</b>	<b>Balance 31 March</b>	<b>0</b>

## Note 5.1 - Property, Plant and Equipment

Land and buildings are revalued on a five year rolling programme to ensure that their carrying amount is not materially different from their fair value. Land and building values are based on valuations by Andrew Martin BSc MRICS, (Director) and Roger Smalley BSc MRICS, (Associate Director) of the independent valuers Lambert Smith Hampton. These valuations were subject to componentised valuation as prescribed by IAS 16 and adopted by the Royal Institute of Chartered Surveyors in its Red Book. The resulting revaluations were considered by the internal valuer and it was not considered appropriate to commission any further valuations, because there were no trends emerging that would materially affect the valuations. Although there were significant downward valuations they were considered to be location specific.

At 31 March 2017, the Commissioner has entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment in 2016-17, and the future years are budgeted to cost £0.6m (£1.1m 2015-16).

<b>Movements to 31 March 2017</b>	<b>Land and Buildings £000</b>	<b>Vehicles, Plant, Furniture &amp; Equipment £000</b>	<b>Assets Under Construction £000</b>	<b>Total Property, Plant and Equipment £000</b>
<b>Cost or Valuation at 1 April 2016</b>	44,657	29,026	47	<b>73,730</b>
Adjustments to cost/value & depreciation/impairment	(2,753)	0	0	<b>(2,753)</b>
Additions	2,302	5,006	378	<b>7,686</b>
Revaluation increases/(decreases) recognised in the Revaluation Reserve	(264)	0	0	<b>(264)</b>
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(8,907)	0	0	<b>(8,907)</b>
De-recognition – disposals	(20)	(790)	0	<b>(810)</b>
Reclassifications and transfers	118	0	(118)	<b>0</b>
<b>at 31 March 2017</b>	<b>31,774</b>	<b>33,242</b>	<b>306</b>	<b>65,322</b>

<b>Depreciation &amp; Impairment</b>	<b>Land and Buildings £000</b>	<b>Vehicles, Plant, Furniture &amp; Equipment £000</b>	<b>Assets Under Construction £000</b>	<b>Total Property, Plant and Equipment £000</b>
<b>Accumulated Depreciation and Impairment at 1 April 2016</b>	(7,499)	(14,844)	0	<b>(22,343)</b>
Adjustments to cost/value & depreciation/impairment	2,753	0	0	<b>2,753</b>
Depreciation charge	(807)	(4,756)	0	<b>(5,563)</b>
De-recognition – disposals	15	621	0	<b>636</b>
Reclassifications and transfers	0	0	0	<b>0</b>
Eliminated on reclassification to Held for Sale	340	0	0	<b>340</b>
<b>at 31 March 2017</b>	<b>(5,134)</b>	<b>(18,979)</b>	<b>0</b>	<b>(24,113)</b>
<b>Net Book Value</b>				
<b>at 31 March 2017</b>	<b>26,640</b>	<b>14,263</b>	<b>306</b>	<b>41,210</b>
<b>at 31 March 2016</b>	<b>37,159</b>	<b>14,182</b>	<b>47</b>	<b>51,387</b>

<b>Movements to 31 March 2016</b>	<b>Land and Buildings £000</b>	<b>Vehicles, Plant, Furniture &amp; Equipment £000</b>	<b>Assets Under Construction £000</b>	<b>Total Property, Plant and Equipment £000</b>
<b>Cost or Valuation at 1 April 2015</b>	41,524	35,342	366	<b>77,233</b>
Adjustments to cost/value & depreciation/impairment	(321)	0	0	<b>(321)</b>
Additions	3,475	5,423	388	<b>9,285</b>
Revaluation increases/(decreases) recognised in the Revaluation Reserve	149	0	0	<b>149</b>
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(250)	0	0	<b>(250)</b>
De-recognition – disposals	0	(11,739)	(11)	<b>(11,750)</b>
Reclassifications and transfers	550	0	(696)	<b>(146)</b>
<b>at 31 March 2016</b>	<b>44,657</b>	<b>29,026</b>	<b>47</b>	<b>73,730</b>

<b>Depreciation &amp; Impairment</b>	<b>Land and buildings £000</b>	<b>Vehicles, plant, furniture &amp; equipment £000</b>	<b>Assets under construction £000</b>	<b>Total property, plant &amp; equipment £000</b>
<b>Accumulated Depreciation and Impairment at 1 April 2015</b>	(5,339)	(22,025)	0	<b>(27,364)</b>
Adjustments to cost/value & depreciation/impairment	321	0	0	<b>321</b>
Depreciation charge	(2,481)	(4,517)	0	<b>(6,997)</b>
De-recognition – disposals	0	11,697	0	<b>11,697</b>
<b>at 31 March 2016</b>	<b>(7,499)</b>	<b>(14,844)</b>	<b>0</b>	<b>(22,343)</b>
<b>Net Book Value</b>				
<b>at 31 March 2016</b>	<b>37,159</b>	<b>14,182</b>	<b>47</b>	<b>51,387</b>
<b>at 31 March 2015</b>	<b>36,186</b>	<b>13,317</b>	<b>366</b>	<b>49,869</b>

## Property, Plant and Equipment Revaluations

Revaluations	Other Land and Buildings £000	Vehicles, Plant, Furniture and Equipment £000	Total £000
Carried at historical cost	8,581	31,798	40,379
Valued at current value as at:			
31/03/2017	8,389	0	8,389
31/03/2016	555	0	555
31/03/2015	2,660	0	2,660
31/03/2014	4,034	0	4,034
31/03/2013	5,972	0	5,972
<b>Total Cost or Valuation</b>	<b>30,191</b>	<b>31,798</b>	<b>61,989</b>

Share of Joint Operation Property **3,333**

**Total gross value** **65,322**

## Note 5.2 - Investment Properties

Income is received on investment properties (telecoms masts) from Cell C.M., who also undertakes the maintenance and repair of the telecoms masts. These costs are not identified separately in the Statement of Accounts and are included within the management charge. Investment income net of this management charge was £0.171m in 2016-17 (£0.122m in 2015-16).

### Note 5.3 - Intangible Assets

Purchased software is classified as intangible assets. All software licences are amortised on a straight-line basis over a finite useful life of 7 years. Amortisation is a revenue expense. Movements are summarised in the table below:

<b>2016 Other Assets £000</b>	<b>Intangible Assets as at 31March</b>	<b>2017 Other Assets £000</b>
	Balance at start of year:	
3,331	Gross carrying amounts	3,418
(2,793)	Accumulated amortisation	(2,963)
<b>538</b>	<b>Net carrying amount at start of year</b>	<b>454</b>
	Additions:	
90	Purchases	166
(174)	Amortisation for the period	(169)
<b>454</b>	<b>Net carrying amount at end of year</b>	<b>451</b>
	Comprising:	
3,418	Gross carrying amounts	3,578
(2,963)	Accumulated amortisation	(3,127)
<b>454</b>		<b>451</b>

### Note 5.4 - Capital Expenditure and Capital Financing

The total amount of capital expenditure, including PFI and finance leases and sources of finance are shown in the table below, it shows cumulative capital expenditure which is to be financed in future years by charges to revenue. The CFR is analysed in the second part of this note. This table only shows the position of the Commissioner excluding the Joint Organisations.

<b>31 March 2016</b> <b>£000</b>	<b>Capital Expenditure and Capital Financing</b>	<b>31 March 2017</b> <b>£000</b>
55,745	Opening Capital Financing Requirement	57,727
	<b>Capital Investment:</b>	
8,744	Property Plant and Equipment	7,132
81	Intangible Assets	0
8,825	<b>Total Capital Spending</b>	7,132
	<b>Sources of Finance:</b>	
(1,369)	Capital receipts	0
(3,333)	Government Grants and other contributions	(2,700)
	<b>Sums set aside from revenue:</b>	
(2,141)	- Minimum revenue provision	(3,022)
(6,843)	<b>Total Sources of Finance</b>	(5,722)
<b>57,727</b>	<b>Closing Capital Financing Requirement</b>	<b>59,137</b>

## Note 5.5 - Assets Held for Sale

The Commissioner's Estates Strategy is to review all property held and put surplus property up for sale. The following table shows the property for sale at the Balance Sheet dates. When classified as "for sale" the asset is no longer subject to depreciation. It is shown as a current asset because the funds are due within the forthcoming year.

<b>31 March 2016</b> <b>£000</b>	<b>Current Assets</b>	<b>31 March 2017</b> <b>£000</b>
735	Balance outstanding at start of year	993
	Assets newly classified as held for sale:	
616	- Property Plant and Equipment	3,020
(335)	Assets sold	(1,227)
<b>993</b>	<b>Balance Outstanding year end</b>	<b>2,786</b>

## Note 5.6 - Debtors

<b>31 March 2016</b> <b>£000</b>	<b>Debtors</b>	<b>31 March 2017</b> <b>£000</b>
14,279	Central Government Bodies	20,202
1,709	Other Local Authorities	1,316
11,661	Other Entities and Individuals	10,666
<b>27,649</b>	<b>Total Debtors</b>	<b>32,184</b>

A bad debt provision of £0.03m is provided against specific debts considered to be unlikely to be collected (£0.03m at 31 March 2016). A provision of -2.996xm is held against Council Tax arrears of £4.684mm at 31 March 2016. This level of provision has been assessed by the Council Tax Billing Authorities (Provision of -£2.793m against arrears of £4.813m at 31 March 2016).

## Note 5.7 - Creditors

The creditors figure includes receipts under The Proceeds of Crime Act 2002 and The Police Property Act 1997 (as amended by the Serious Crime Act 2005 and 2007). These cover monies received from the confiscation or sale of property which has come into their possession in connection with a criminal charge. Once judgement is made monies are either, paid over to the State, repaid to the individual or made available for the Commissioner to use on specific purposes. At 31 March 2017 cash totalling £1.032m was held in the Commissioner's bank account (£0.887m at 31 March 2016).

<b>31 March 2016</b>		<b>Creditors</b>	<b>31 March 2017</b>	
<b>OPCC £'000</b>	<b>Group £'000</b>		<b>OPCC £'000</b>	<b>Group £'000</b>
(4,022)	(4,022)	Central Government Bodies	(3,358)	(3,358)
(5,459)	(5,459)	Other Local Authorities	(5,499)	(5,499)
(19,145)	(17,211)	Other Entities and Individuals	(14,373)	(14,371)
(28,627)	(26,692)	<b>Total Creditors</b>	(23,230)	(23,228)

## Note 5.8 - Provisions

Liability claims are generally paid out within 1 to 3 years. It is expected that the majority will be utilised within a year and all have been classified as short-term.

<b>2016-17</b>	<b>Insurance</b>	<b>Dilapidation</b>	<b>Legal Expenses</b>	<b>Medical Retirement</b>	<b>Redundancy</b>	<b>Total</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Opening Balance	(2,263)	(281)	(36)	(454)	(558)	(3,592)
Increase in provision during year	(1,328)	(89)	(115)	0	0	(1,532)
Utilised during year	692	102	36	454	558	1,842
<b>Closing Balance</b>	<b>(2,898)</b>	<b>(268)</b>	<b>(115)</b>	<b>0</b>	<b>0</b>	<b>(3,281)</b>
<b>2015-16</b>	<b>Insurance</b>	<b>Dilapidation</b>	<b>Legal Expenses</b>	<b>Medical Retirement</b>	<b>Redundancy</b>	<b>Total</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Opening Balance	(2,320)	(106)	(36)	0	0	(2,462)
Increase in provision during year	(845)	(188)	0	(454)	(558)	(2,045)
Utilised during year	902	14	0	0	0	916
<b>Closing Balance</b>	<b>(2,263)</b>	<b>(281)</b>	<b>(36)</b>	<b>(454)</b>	<b>(558)</b>	<b>(3,592)</b>

## Note 5.9 - Contingent Assets

The Commissioner had no contingent assets as at 31 March 2017.

## Note 5.10 - Contingent Liabilities

The following contingent liabilities have been identified:

Nottinghamshire, along with other Chief Constables and the Home Office, currently has 23 claims lodged against them with the Central London Employment Tribunal. The claims are in respect of alleged unlawful discrimination arising from the Transitional Provisions in the Police Pension Regulations 2015. Claims of unlawful discrimination have also been made in relation to the changes to the Judiciary and Fire fighters Pension regulations. In the case of the Judiciary claims the claimants were successful and in the fire fighters case the respondents were successful. Both of these judgements are subject to appeal, the outcome of which may determine the outcome of the Police claims. The Tribunal has yet to set a date for a preliminary or substantive Police hearing. Legal advice suggests that there is a strong defence against the Police claims. The quantum and who will bear the cost is also uncertain, if the claims are partially or fully successful. For these reasons, no provision has been made in the 2016-17 Accounting Statements."

There is a potential for claims for insufficient overtime being paid for some officers following successful claims in Devon and Cornwall Police – again there is insufficient information to predict outcomes or values

There has been a significant Employment Tribunal challenge against the unlawful use of the A19 Regulation , which was successfully appealed. There has an unsuccessful counter appeal against this judgement, but the matter is still subject to further appeal. The defence remains strong and the quantum cannot be determined hence the contingent liability remains

There is an emerging risk associated with potential challenges to the operations of undercover police officers. It is not yet known whether this will impact on Nottinghamshire yet.

There are no potential environmental or information commissioner cases pending.

## Note 5.11 - Leases

Leases are classified according to the conditions of IAS 17. Lease payments are made for land, buildings, vehicles and equipment.

Part of the efficiency plan is to reduce the cost of our estates and ensure our officers can work from premises that are more accessible to the community they serve. As a result of this, a number of arrangements have been entered into with our partners to share facilities for which a fixed term rental payment is made, for example sharing council offices.

Leased assets which meet the deminimis are included on the Balance Sheet.

Vehicles acquired under the PFI Scheme and some items of equipment are classified as finance leases in the Balance Sheet as Property, Plant & Equipment. There is a commitment to make payments under these leases comprising settlement of the long-term liability for the interest in the property, and finance costs. The minimum lease payments exclude values that are contingent on events such as subsequent rent reviews. Currently there are no such events.

Some vehicles and equipment were acquired under operating leases. Rental payments in 2016-17 were £1.034m (£0.980m in 2015-16). The outstanding commitments are:

**The minimum lease payments will be payable over the following periods:**

Minimum Lease Payments			Finance Lease Liabilities	
31 March 2016 £'000	31 March 2017 £'000		31 March 2016 £'000	31 March 2017 £'000
605	193	Not later than one year	642	212
493	343	Later than one year and not later than five years	531	361
<b>1,098</b>	<b>536</b>	<b>Total</b>	<b>1,173</b>	<b>573</b>

### Authority as Lessee - Operating Leases

The future minimum lease payments due under non-cancellable operating leases in future years are set out below:

31 March 2016 £'000		31 March 2017 £'000
842	Not later than one year	1,012
1,843	Later than one year and not later than five years	1,843
178	Later than five years	202
<b>2,863</b>	<b>Total</b>	<b>3,067</b>

### Note 5.12 - Service concession arrangements

Two PFI agreements have been entered into with some common features:

- The Group has the sole right to use the PFI assets over the period of the agreement.
- Both PFI providers have to ensure that the assets are maintained and available for use.
- The Commissioner has no ownership rights of the assets at the end of the agreements.

### Riverside Accommodation PFI Scheme

The 25 year PFI contract with Miven, runs until 2026-2027. The capital value of this scheme is £6.6m. £0.997m was paid in 2016-17 (£1.0m in 2015-16). Future payments are linked to retail price index inflation but are otherwise fixed, except reductions for poor contractor performance. Specific government grant of £0.59m was received (£0.59m in 2015-16).

## Vehicle PFI Scheme

The 25 year PFI contract for the provision of an agreed number of vehicles runs until 2026-2027. The estimated capital value of this scheme is £14.8m. The amount paid was £3.2m (£3.2m in 2015-16). Future payments are linked to inflation increases. Grant of £1.3m was received (£1.3m in 2015-16). IAS17 classifies this arrangement as a finance lease. The future liability for the resultant finance lease payments is shown in note 18.1.

Reimbursement of Capital Expenditure 2015-16	Payment for Services 2015-16	Riverside Premises PFI	Reimbursement of Capital Expenditure 2016-17	Payment for Services 2016-17
£000	£000		£000	£000
543	502	Payable within one year	543	502
2,172	2,007	Payable within two to five years	2,172	2,007
2,714	2,509	Payable within six to ten years	2,624	2,422
452	415	Payable within eleven to fifteen years	0	0
<b>5,881</b>	<b>5,433</b>		<b>5,338</b>	<b>4,931</b>

## Note 6.1 - Cash and Cash Equivalents

All cash and cash equivalents consist of bank and instant access accounts

## Note 6.2 - Cash Flow from Operating Activities

The cash flows for operating activities include the following items:

<b>31 March 2016 £000</b>		<b>31 March 2017 £000</b>
(249)	Interest received	(93)
1,916	Interest paid	1,864
<b>1,668</b>	<b>Total</b>	<b>1,770</b>

The cash flows for operating activities include the following items:

<b>31 March 2016 £000</b>		<b>31 March 2017 £000</b>
(6,997)	Depreciation	(5,563)
(273)	Impairment and downward valuations	(8,843)
(174)	Amortisation	(169)
(3,178)	Increase/(decrease) in creditors	3,464
2,835	(Increase)/decrease in debtors	4,535
(117)	(Increase)/decrease in inventories	39
(75,781)	Movement in pension liability	(15,904)
(388)	Carrying amount of non-current assets and non-current assets held for sale, sold or derecognised	(1,401)
(2,698)	Other non-cash movements charged to the surplus or deficit on provision of services	357
<b>(86,771)</b>	<b>Total</b>	<b>(23,486)</b>

The surplus or deficit on the provision of services has been adjusted for the following items which are investing and financing activities:

<b>31 March 2016 £000</b>		<b>31 March 2017 £000</b>
298	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	2,745
1,447	Any other items for which the cash effects are investing or financing cash flows	2,215
<b>1,745</b>	<b>Total</b>	<b>4,960</b>

### Note 6.3 - Cash Flow from Investing Activities

No short term investments are held.

<b>31 March 2016 £000</b>		<b>31 March 2017 £000</b>
9,623	Purchase of property, plant and equipment, investment property and intangible assets	7,852
(298)	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(2,745)
(4,571)	Other receipts from investing activities	(2,370)
<b>4,754</b>	<b>Net cash flows from investing activities</b>	<b>2,738</b>

## Note 6.4 - Cash Flow from Financing Activities

<b>31 March 2016</b>		<b>31 March 2017</b>
<b>£000</b>		<b>£000</b>
(20,291)	Cash receipts of short-term and long-term borrowing	(6,000)
15,528	Repayments of short-term and long-term borrowing	9,791
<b>(4,763)</b>	<b>Net cash flows from financing activities</b>	<b>4,108</b>

## Note 7.1 - External Audit Costs

KPMG LLP are the external auditor to the Commissioner and Group the fees in the year were £0.050m of which £0.015m related to the Chief Constable and no other services were commissioned. This was the same fee as in 2015-16.

## Note 7.2 - Related Parties

Disclosures are required for material transactions with related parties, bodies or individuals that have the potential to control or influence the Group or vice versa. This allows transparency to the extent that the Group might have been constrained in its ability to operate independently, or might have limited another party's ability to bargain freely.

Central Government asserts significant influence over the general operations of the police. It is responsible for providing the statutory framework. It provides the majority of its funding in the form of grants and sets out the precept legislation.

Members of the Audit and Scrutiny Panel have influence over finances and operations and were paid £0.005xm (£0.005m 2015-16). The CIPFA Code of Practice requires members to complete a declaration of personal interests under section 81(1) of the Local Government Act 2000 and the Local Authorities (Model Code of Conduct) Order 2007. Members of the Audit and Scrutiny Panel will be required to complete a register of interest form. Senior employees can influence decisions and they

also complete a declaration of personal interests. Joint operations are areas where significant influence can be exerted by all parties

### Note 7.3 Pension Fund

<b>2015-16 £000</b>	<b>Pension Fund</b>	<b>2016-17 £000</b>
	Contributions Receivable	
-8,345	Employers Contributions 1987 Scheme	-7,066
-226	Employers Contributions 2006 Scheme	-213
-9,361	Employers Contributions 2015 Scheme	-9,563
-910	Additional Contributions for early retirements - all schemes	-2080
-4,936	Members contributions 1987 Scheme	-4,181
-111	Members contributions 2006 Scheme	-100
-5,166	Members contributions 2015 Scheme	-5,277
-329	Transfer in 1987 Scheme	-435
-248	Transfer in 2006 Scheme	-11
	Benefits Payable	
49,499	Pensions 1987 Scheme	51,167
6	Pensions 2006 Scheme	7
10,842	Commutations and lump sum retirement benefits 1987 Scheme	13,898
7,352	GAD V Milne payments	129
	Payments to / on account of leavers	
11	Refund of contributions 2006 Scheme	0
1505	Transfers out 1987 Scheme	0
36	Transfers out 2006 Scheme	0
0	Transfers out 2015 Scheme	0
<b>39,619</b>	<b>Sub-total before transfer from the Commissioner of amount equal to the deficit</b>	<b>36,275</b>
<b>-39,619</b>	<b>Transfer of Government Grant from the Commissioner to meet the deficit</b>	<b>-36,275</b>
<b>0</b>	<b>Balance at 31 March</b>	<b>0</b>

## Note 7.4 Pension Schemes Accounted for as Defined Contribution Schemes

The Group participates in two defined benefits pension schemes, providing 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.

The Police Pension Scheme for police officers is an unfunded defined benefit final salary scheme. This means that investment assets are not built up to meet the pension liabilities, and cash has to be generated to meet actual pension payments as they fall due. Under the Police Pension Fund Regulations 2007, if the amounts receivable by the pensions fund for the year are less than amounts payable, the Commissioner must annually transfer an amount required to meet the deficit to the pension fund. Subject to parliamentary scrutiny and approval, up to 100% of this cost is met by a central government pension top up grant. If however, the pension fund is in surplus for the year, the surplus is required to be transferred from the pension fund to the Commissioner who then must repay the amount to central government.

Police Staff (including Police Community Support Officers) are, generally, eligible to join the funded Local Government Pension Scheme (LGPS); administered by Nottinghamshire County Council. This is a funded defined benefit final salary scheme, meaning that the Commissioner and employees pay contributions into a fund, calculated at a level intended to balance the pension's liabilities with investment assets.

## Note 7.5 Defined Benefit Pension Scheme

The Group participates in two defined benefits pension schemes, providing 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.

The Police Pension Scheme for police officers is an unfunded defined benefit final salary scheme. This means that investment assets are not built up to meet the pension liabilities, and cash has to be generated to meet actual pension payments as they fall due. Under the Police Pension Fund Regulations 2007, if the amounts receivable by the pensions fund for the year are less than amounts payable, the Commissioner must annually transfer an amount required to meet the deficit to the pension fund. Subject to parliamentary scrutiny and approval, up to 100% of this cost is met by a central government pension top up grant. If however, the pension fund is in surplus for the year, the surplus is required to be transferred from the pension fund to the Commissioner who then must repay the amount to central government.

Police Staff (including Police Community Support Officers) are, generally, eligible to join the funded Local Government Pension Scheme (LGPS); administered by Nottinghamshire County Council. This is a funded defined benefit final salary scheme, meaning that the Commissioner and employees pay contributions into a fund, calculated at a level intended to balance the pension's liabilities with investment assets.

Discretionary post-retirement benefits on early retirement are an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. Assets are not built up within the scheme to meet these pension liabilities

In order to comply with IAS 19, employer's pension contributions have been replaced with current service costs as estimated by the independent actuary. The Group recognise the cost of retirement benefits in the Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make against council tax is based on the cash payable in the year, so the real cost of retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement. The reversal of the IAS 19 transactions ensures that there is no effect on the amounts to be met from government grant and local taxpayers. The Group Balance Sheet recognises the net pension liability and reserve The Group makes contributions towards the cost of separate pension schemes for Officers and Staff. Contributions are set every three years as a result of the actuarial valuation of the Fund required by the Regulations.

The next actuarial valuation of the Staff LGPS Fund was carried out as at 31 March 2016 and set contributions for the period from 1 April 2017 to 31 March 2020. This scheme includes both staff working for the Chief Constable entity and the Commissioner. It was not practical or economical to obtain separate actuary reports for the two entities. As a reasonable estimate the relevant information was calculated on a pro rata basis to scheme participants in the year.

Police officer pension schemes are unfunded defined benefit final salary schemes. Contributions from officers are paid into the fund and pension payments are met from the fund. Any surplus or deficit is either paid to or recovered from Central Government. Employee's and employer's contribution levels are based on percentages of pensionable pay set nationally by the Home Office and subject to triennial revaluation by the Government Actuary's Department. The figures are based on membership data as at 31 March 2015 with updates to 31 March 2016. The next full valuation of the scheme was March 2016 impacting on 2017-18 onwards. The fund's financial statements do not take account of liabilities to pay pensions and other benefits after the period end.

Liabilities have been assessed on an actual basis using the projected unit credit method, an estimate of future pension payments. This depends on assumptions about mortality rates, salary levels etc.

2015-16 Police Officer Pension Scheme  LGPS  £000		Pension Schemes  Comprehensive Income and Expenditure Statement		2016-17 Police Officer Pension Scheme  LGPS  £000	
£000				£000	
Cost of Services					
		Service cost comprising:			
9,720	36,760	Current service cost		7,542	27,080
0	30	Past service cost		0	50
289	0	(Gain) / loss from curtailments		678	0
11,032	77,930	Net interest expense		(30,060)	74,220
21,041	114,720	Total charged to Surplus and Deficit on Provision of Services		(21,840)	101,350

Other post-employment benefits charged to the Comprehensive Income and Expenditure Statement					
2015-16 LGPS £000	2015-16 Police £000		2016-17 LGPS £000	2016-17 Police £000	
		Re-measurement of the net defined benefit liability comprising:			
0	0	Return on plan assets (excluding the amount included in the net interest expense)	3,314	0	
0	(85,480)	Actuarial gains and losses – experience	(6,533)	(5,330)	
0	(35,330)	Actuarial gains and losses arising on changes in demographic assumptions	3,824	(42,720)	
(38,314)	(204,030)	Actuarial gains and losses arising on changes in financial assumptions	80,690	489,410	
<b>(17,273)</b>	<b>(210,120)</b>	<b>Total charged to the Comprehensive Income and Expenditure Statement</b>	<b>59,455</b>	<b>542,710</b>	

2015-16 Police Officer Pension Scheme		Movement in Reserves Statement	2016-17 Police Officer Pension Scheme	
LGPS			LGPS	
£000	£000		£000	£000
(21,041)	(114,720)	Reversal of net charges made to the Surplus or Deficit on the Provision of Services	21,840	(101,350)
		Actual amount charged against the general fund balance for pensions in the year:		
5,750		Employers' contributions payable to scheme	5,576	
	54,230	Retirement benefits payable to pensioners		58,030

2015-16 Police Officer Pension Scheme		Pensions Assets and Liabilities Recognised in the Balance Sheet	2016-17 Police Officer Pension Scheme	
LGPS			LGPS	
£000	£000		£000	£000
(263,983)	(2,105,890)	Present value of the defined obligation	(354,700)	(2,590,570)
174,146	0	Fair value of plan assets	210,984	0
(89,837)	(2,105,890)	Value of Assets / (Liabilities)	(143,716)	(2,590,570)
<b>(89,837)</b>	<b>(2,105,890)</b>	<b>Net (liability) / asset arising from the defined benefit obligation</b>	<b>(143,716)</b>	<b>(2,590,570)</b>

2015-16 Police Officer Pension Scheme		Movement in the Value of Scheme Assets	2016-17 Police Officer Pension Scheme	
LGPS			LGPS	
£000	£000		£000	£000
173,145	0	Opening fair value of scheme assets	174,146	0
(1,362)	0	Interest income	40,009	0
		Re-measurement gain / (loss):		
0	0	- The return on plan assets, excluding the amount included in the net interest expense	(3,314)	0
5,750	54,230	Contributions from employer	5,576	58,030
2,345	10,800	Contributions from employees into the scheme	2,059	9,980
(5,732)	(65,030)	Benefits / transfers paid	(7,492)	(68,010)
<b>174,146</b>	<b>0</b>	<b>Closing value of scheme assets</b>	<b>210,984</b>	<b>0</b>

2015-16		Movements in the Fair Value of Scheme Liabilities	2016-17	
LGPS	Police Officer Pension Scheme		LGPS	Police Officer Pension Scheme
	£000			£000
(286,005)	(2,370,240)	Opening balance at 1 April	(263,983)	(2,105,890)
(9,720)	(36,760)	Current service cost	(7,542)	(27,080)
(9,670)	(77,930)	Interest cost	(9,949)	(74,220)
(2,345)	(10,800)	Contributions from scheme participants	(2,059)	(9,980)
		Re-measurement gains and losses:		
0	85,480	- Actuarial gains / (losses) - experience	6,533	5,330
0	35,330	- Actuarial gains / (losses) from changes in demographic assumptions	(3,824)	42,720
38,314	204,030	- Actuarial gains / (losses) from changes in financial assumptions	(80,690)	(489,410)
0	(30)	Past service cost	0	(50)
(289)	0	Gains / (losses) on curtailments	(678)	0
5,732	65,030	Benefits / transfers paid	7,492	68,010
<b>(263,983)</b>	<b>(2,105,890)</b>	<b>Balance as at 31 March</b>	<b>(354,700)</b>	<b>(2,590,570)</b>

The liabilities show the underlying commitments that the Group will eventually have for retirement benefits. The total liability of £2.734m has a substantial impact on the net worth of the Balance Sheet. Statutory accounting arrangements to fund the deficit neutralise the effect on taxpayers. Finance is only required when the pensions are actually paid.

The deficit on the local government scheme has been recovered by increased monetary contributions for three years until this year. The situation will be re-assessed for the next three years based on an actuarial valuation report.

The total contributions expected to be made to the Staff Pension Scheme and the Police Officer Pension Scheme in the year ending 31 March 2018 are £4.9m and £16.3m respectively.

The expected return on scheme assets is determined by considering the expected returns available on the assets with the current investment policy:

Expected yields on fixed interest investments are based on gross redemption yields as at the Balance Sheet date

Expected returns on equity investments reflect long-term real rates of return experienced in the respective markets

The actual return on scheme assets in the year was £40m (2015-16, £-1.4m).

The pension liability is sensitive to changes and the actuaries give an indication of this

For the LGPS an increase of 0.1% on the present value of liabilities decreases the pension liability by £7.9m and a decrease by the same amount increases the pension liability by £8.1m.

For the Police Officers scheme an extra 0.5% on the discounting rate used increases the liability by £251.1m with a 0.5% decrease in the rate decreasing the liability by the same amount.

### Note 7.6 - Officers' Remuneration

Employees receiving over £50,000 remuneration for the year are shown in the table below excluding the senior officers reported in note 19.2., and are all within the Chief Constable entity. It includes 8 above the rank of Superintendent (5 in 2015-16).

Senior Employees Remuneration	2015-16	2016-17
£50,001 to £55,000	89	33
£55,001 to £60,000	50	79
£60,001 to £65,000	13	22
£65,001 to £70,000	7	10
£70,001 to £75,000	9	7
£75,001 to £80,000	3	5
£80,001 to £85,000	6	6
£85,001 to £90,000	2	6
<b>Total</b>	<b>179</b>	<b>168</b>

		Salary, Fees & Allowances Note 1 £'000	Bonuses £'000	Expenses Allowances Note 2 £'000	Compensation for Loss of Office £'000	Pension Contribution £'000	Total £'000
Police & Crime Commissioner - Paddy Tipping		75,000	0	2,117	0	8,100	<b>85,217</b>
Deputy Police & Crime Commissioner - Chris Cutland	3	3,030	0	8	0	327	<b>3,365</b>
Chief Finance Officer to the Police & Crime Commissioner - Charlotte Radford	4	74,137	0	1,115	0	8,007	<b>83,259</b>
Chief Executive to the Police & Crime Commissioner - Kevin Dennis		95,565	0	1,436	0	10,269	<b>107,270</b>
Chief Executive to the Police & Crime Commissioner - Charlotte Radford		11,248	0	0	0	1,215	<b>12,463</b>
<b>TOTAL PCC</b>		<b>247,732</b>	<b>0</b>	<b>4,676</b>	<b>0</b>	<b>26,703</b>	<b>279,111</b>
Chief Constable Chris Eyre	5	46,373		1,082		10,956	58,411
Chief Constable - Sue Fish	5	119,632		5,719		27,181	152,532
Chief Constable - Craig Guildford	5	25,338		11,707		5,966	43,011
Deputy Chief Constable Sue Fish		30,981		2,954		6,985	40,920
Deputy Chief Constable Simon Torr		101,230		3,592		23,805	128,627
Assistant Chief Constable - Simon Torr		21,378	0	867	0	5,006	27,251
Assistant Chief Constable - Stuart Prior		73,011	0	4,848	0	14,275	92,134
Assistant Chief Officer Finance & Resources	6	95,731		5,435		17,249	118,415
Director of Human Resources	6	94,955		5,494		17,363	117,812
Director of Information Services & IT	6 & 7	110,027		500		13,300	123,827
<b>TOTAL CHIEF CONSTABLE</b>		<b>718,656</b>	<b>0</b>	<b>42,198</b>	<b>0</b>	<b>142,086</b>	902,940
<b>TOTAL FOR GROUP</b>		<b>966,388</b>	<b>0</b>	<b>46,874</b>	<b>0</b>	<b>168,790</b>	<b>1,182,052</b>

Note 1: Expenses Allowances include taxable expenses such as mileage, car allowances, medical expenses and mortgage interest payments relating to relocation.

Note 2: Salary, Fees and allowances includes Rent Allowance, Housing Allowance, Compensatory Grant and Compensation for Loss of Office.

Note 3: Deputy Police & Crime Commissioner retired 30/4/16

Note 4: Chief Finance Officer to the Police & Crime Commissioner acted into the role of Chief Executive for the period 21/11/16-2/1/17

Note 5: Chief Constable C Eyre retired 22/7/16, Chief Constable Sue fish retired 31/3/17 and Chief Constable Craig Guildford was appointed 1/2/17

Note 6: This is the total earned the costs are apportioned between Nottinghamshire, Northamptonshire and Leicestershire Police

Note 7: Includes Market Rate Premium

	Salary, Fees & Allowances Note 1 £'000	Bonuses £'000	Expenses Allowances Note 2 £'000	Compensation for Loss of Office £'000	Pension Contribution £'000	Total £'000
Police & Crime Commissioner - Paddy Tipping	75,000	0	722	0	8,100	<b>83,822</b>
Deputy Police & Crime Commissioner - Chris Cutland	36,360	0	283	0	3,927	<b>40,570</b>
Chief Finance Officer to the Police & Crime Commissioner - Charlotte Radford	83,598	0	484	0	9,029	<b>93,111</b>
Chief Executive to the Police & Crime Commissioner - Kevin Dennis	94,535	0	928	0	10,210	<b>105,673</b>
<b>TOTAL PCC</b>	<b>289,493</b>	<b>0</b>	<b>2,417</b>	<b>0</b>	<b>31,266</b>	<b>323,176</b>
Chief Constable Chris Eyre	145,847	0	3,554	0	35,295	184,696
Deputy Chief Constable Sue Fish	120,320	0	7,648	0	29,118	157,086
Assistant Chief Constable - Crime and Justice	101,805	0	3,554	0	24,420	129,779
Assistant Chief Constable - Local Policing	104,991	0	3,554	0	24,825	133,370
<b>TOTAL CHIEF CONSTABLE</b>	<b>472,963</b>	<b>0</b>	<b>18,310</b>	<b>0</b>	<b>113,658</b>	604,931
<b>TOTAL FOR GROUP</b>	<b>762,456</b>	<b>0</b>	<b>20,727</b>	<b>0</b>	<b>144,924</b>	<b>928,107</b>

## Exit Packages

Exit package cost band (including special payments)	Number of compulsory redundancies		Number of other departures agreed		Total number of exit packages by cost band		Total cost of exit packages in each band (£)	
	2015-16	2016-17	2015-16	2016-17	2015-16	2016-17	2015-16	2016-17
£0-£20,000	46	4	46	17	92	21	541,000	192,000
£20,001 - £40,000	1	1	8	2	9	3	298,000	85,000
£40,001 - £60,000	1	0	6	1	7	1	340,000	50,000
£60,001 - £80,000	0	0	0	0	0	0	0	0
£80,001 - £100,000	0	0	1	0	1	0	88,000	0
£100,001 - £150,000	0	0	0	0	0	0	0	0
<b>Total</b>	<b>48</b>	<b>5</b>	<b>61</b>	<b>20</b>	<b>109</b>	<b>25</b>	<b>1,267,000</b>	<b>327,000</b>

Contracts were terminated for 25 employees during the year (109 in 2015-16), incurring costs of 0.350m (£1.267m in 2015-16). This included redundancy payments of £0.271m and pension strain costs of £0.056xm. Other departures agreed cover voluntary redundancies and compromise agreements. In 2016-17 these were all employees of Chief Constable. The Group made no material payments in relation to injury awards during the year

## Note 7.7 - Nature and Extent of Risks Arising from Financial Instruments

The authority's activities expose it to a variety of financial risks:

Credit risk – the possibility that the amounts due may not be received.

Liquidity risk – the possibility that insufficient funds are available to meet expenditure commitments

Market risk – the possibility that financial loss might arise for the authority as a result of changes in such measures as interest rates and stock market movements.

The Treasury Management Strategy (incorporating the Annual Investment Strategy) focuses on mitigating the risk of the unpredictability of financial markets, in order to protect against loss of money. It includes policies on the risks above.

### Credit Risk

Credit risk arises from investments and credit exposures to customers. The risk is minimised through the Annual Investment Strategy. This requires that deposits are only made with financial institutions meeting identified minimum credit criteria, as laid down by Fitch, Moody's and Standard and Poor's Rating Services. Maximum investment limits and durations are also specified which reduces credit risk.

The maximum exposure to credit risk for deposits during the year was £50.07m. This was placed within the criteria of the strategy with high quality counterparties. Rarely entities do not to meet their commitments. There was no evidence at 31 March 2017 that this was likely.

Customers owed £2.17m at year end (£1.46m in 2016-17). An allowance of £0.03m is set aside for debts to mitigate the effect of default. (£0.03m in 2016-17).

### Liquidity Risk

Cash flow management ensures that cash is available as needed. For unexpected events, there is ready access to borrowings from the money markets and the PWLB, and there is no significant risk of being unable to raise the required finance. There is a risk of having to replace a significant proportion of borrowing at a time of unfavourable interest rates. The Treasury Management Strategy limits the proportion of borrowing maturity during specified periods to minimise this risk. The strategy specifies the following upper and lower limits:

All trade and other payables are due within one year.

### Interest Rate Risk

There is a risk from exposure to interest rate movements on borrowings and investments. Borrowings are not carried out at fair value, so nominal gains and losses on fixed rate borrowings do not impact on the CIES. A rise in interest rates would have the following effects:

Borrowing at variable rates - the interest charged to the CIES will rise

Borrowings at fixed rates - the fair value of the liabilities borrowings will fall

Investments at variable rates - the interest credited to the CIES will rise

Investments at fixed rates - the fair value of the assets will fall

The Treasury Management Strategy sets a maximum of 50% of borrowings to be held as variable rate loans to mitigate interest rate risk. Only £3.5m is held as variable which is 9% There was no temporary borrowing at 31 March 2016. During the year 6m new long term borrowings took place.

### Price Risk

Investments are not held as equity shares, and therefore there is no exposure to losses arising from movements in the prices of the shares.

### Foreign Exchange Risk

Investments are not held in foreign currencies and therefore there is no exposure to loss arising from movements in exchange rates.

The following table shows the maturity spread of debt

<b>Liquidity Risk</b>	<b>31 March 2016</b>	<b>31 March 2017</b>
	<b>£000</b>	<b>£000</b>
Less than one year	(13,291)	(7,273)
Between one and two years	(3,599)	(4,685)
Between two and five years	(7,959)	(5,962)
More Than 5 Years	(3,376)0	(3,317)
More Than 10 years	(16,720)	(19,642)
	<b>(44,495)</b>	<b>(40,879)</b>

## Note 7.8 - Financial Instruments - Fair Value

Financial liabilities and financial assets represented by loans and receivables, and long term debtors and creditors are carried in the Balance Sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments, using the following assumptions:

Interest rates paid during 2016-17 ranged between 1.97% and 8% for PWLB loans and 3.73% on the market loan .The average Interest rates received was 0.44% No early repayment or impairment is recognised

For instruments maturing in the next year, the carrying amount is assumed to be fair value

The fair value of trade and other receivables is taken to be the invoiced or billed amount

The fair value of the loans is £45.6m which is £4.7m higher than the carrying amount because there are a number of fixed rate loans with the PWLB with an interest rate payable, higher than the prevailing rates at the Balance Sheet date. This shows a notional future loss as there is a commitment to pay the PWLB a rate above current market rates. The fair value of assets is the year end carrying value, being either variable rate instruments or short term. Long Term Debtors, is the amount owed by the National Police Air Service.

## 7.9 Joint Operations (JOs)

The Group participates in 11 collaborative arrangements with Leicestershire, Derbyshire, Lincolnshire and Northamptonshire and others outside of the region, covered by formal legal documents. The police officers involved are seconded from the individual forces and costs are borne in agreed proportions. These agreements meet the new definition in that decisions on relevant activities require the unanimous consent of the parties sharing control. The relevant proportions of these assets are incorporated throughout these Accounts.

There are 6 between Nottinghamshire, Derbyshire, Leicestershire, Lincolnshire and Northamptonshire and Nottinghamshire's proportion is 27.6% (27.6%. 2015-16)

- The East Midlands Special Operations Unit (EMSOU)
- The East Midlands Special Operations Major Crime (EMSOUMC)
- The East Midlands Technical Surveillance Unit (EMTSU)
- The East Midlands Occupational Health Unit (EMCHRS OHU)
- The East Midlands Forensic Support Services (EMFSS)
- The East Midlands Legal Service (EMLS)

There are 2 collaborations which are 4 way shared services between Nottinghamshire, Leicestershire, Lincolnshire and Northamptonshire. Nottinghamshire's proportion is 36.29%.(36.29 2015-16)

- 3 The East Midlands Criminal Justice Service (EMCJS)
- 4 The East Midlands Operational Support Services (EMOpSS)

The other collaborations are:

- The East Midlands Commercial Services Unit (EMSCU), is a 2 way shared service between Nottinghamshire and Northamptonshire. The share of costs for Nottinghamshire this year is 50% (50% 2015-16).
- The East Midlands Learning & Development (EMCHRS L&D) is a 4 way shared service between Leicestershire, Nottinghamshire, Derbyshire, and Northamptonshire. Nottinghamshire's proportion is 31.7% (31.7% 2014-2015) .
- The shared service for transactional HR and finance - MFSS with Cheshire and Northamptonshire has expanded to include Civil Nuclear Police. The share of costs for Nottinghamshire this year is 32.64% .

## Comprehensive Income and Expenditure Statement

2015-16			2016-17		
Expenditure	Income	Net	Expenditure	Income	Net
£000	£000	£000	£000	£000	£000
11,954	(1)	11,953	1,946	(2,232)	(286)
<b>11,954</b>	<b>(1)</b>	<b>11,953</b>	<b>1,946</b>	<b>(2,232)</b>	<b>(286)</b>
36	(809)	(773)	22	0	22
0	(11,278)	(11,278)	0	0	0
<b>11,990</b>	<b>(12,088)</b>	<b>(98)</b>	<b>1,968</b>	<b>(2,232)</b>	<b>(264)</b>
<b>Surplus or Deficit on Provision of Services</b>					
0 Other Comprehensive Income and Expenditure			0		
<b>(98) Total Comprehensive Income and Expenditure</b>			<b>(264)</b>		

## Movement in Reserves Statement

	General Fund Balance £000	Earmarked General Fund Reserves £000	Capital Grants Un- applied Account £000	Total Usable Reserves £000	Unusable Reserves £000	Total Reserves £000
<b>Balance at 31 March 2016</b>	(75)	(1,209)	(247)	<b>(1,531)</b>	(1,776)	<b>(3,307)</b>
<b>Movement in reserves during 2016-17</b>						
Surplus or deficit on the provision of services	(264)			<b>(264)</b>		<b>(264)</b>
Other Comprehensive Income / Expenditure					0	<b>0</b>
<b>Total Comprehensive Income and Expenditure</b>	<b>(264)</b>	<b>0</b>		<b>(264)</b>	<b>0</b>	<b>(264)</b>
Adjustments between accounting basis and funding basis under regulations	450		247	<b>697</b>	(697)	<b>0</b>
<b>Net Increase or Decrease before Transfers to Earmarked Reserves</b>	<b>186</b>	<b>0</b>	<b>247</b>	<b>433</b>	<b>(697)</b>	<b>(264)</b>
Transfers to / from Earmarked Reserves	(186)	186		<b>0</b>		<b>0</b>
<b>Increase or Decrease in 2016-17</b>	<b>0</b>	<b>186</b>	<b>247</b>	<b>433</b>	<b>(697)</b>	<b>(264)</b>
<b>Balance at 31 March 2017</b>	<b>(75)</b>	<b>(1,023)</b>	<b>0</b>	<b>(1,098)</b>	<b>(2,473)</b>	<b>(3,571)</b>

## Balance Sheet

31 March 2016		31 March 2017	
	£000		£000
2,081	Property, Plant and Equipment	2,374	
13	Intangible Assets	142	
<b>2,094</b>	<b>Long Term Assets</b>	<b>2,515</b>	
123	Assets Held for Sale	123	
3,922	Short Term Debtors	634	
45	Cash and Cash Equivalents	470	
<b>4,090</b>	<b>Current Assets</b>	<b>1,227</b>	
(2,877)	Short-Term Creditors	(171)	
<b>(2,877)</b>	<b>Current Liabilities</b>	<b>(171)</b>	
<b>0</b>	<b>Long Term Liabilities</b>	<b>0</b>	
<b>3,307</b>	<b>Net Assets</b>	<b>3,571</b>	
(1,531)	Usable Reserves	(1,098)	
(1,776)	Unusable Reserves	(2,473)	
<b>(3,307)</b>	<b>Total Reserves</b>	<b>(3,571)</b>	

## Glossary

### ACCOUNTING PERIOD

The period of time covered by the accounts, normally a period of twelve months commencing on 1 April. The end of the accounting period is the balance sheet date.

### ACCOUNTING POLICIES

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

### ACCRUALS

Sums included in the final accounts to recognise revenue and capital income and expenditure earned or incurred in the financial year, but for which actual payment had not been received or made as at 31 March.

### ACT

The Police Reform and Social Responsibility Act 2011.

### ACTUARIAL GAINS AND LOSSES

For a defined benefit pension scheme, the changes in actuarial surpluses or deficits that arise because:

Events have not coincided with the actuarial assumptions made for the last valuation (experience gains and losses); or the actuarial assumptions have changed.

## ASSET

An item having value to the authority in monetary terms. Assets are categorised as either current or non-current

A current asset will be consumed or cease to have material value within the next financial year (e.g. cash and stock);

A non-current asset provides benefits to the Authority and to the services it provides for a period of more than one year and may be tangible e.g. a police station, or intangible, e.g. computer software licences.

## AUDIT OF ACCOUNTS

An independent examination of the Authority's financial affairs.

## BALANCE SHEET

A statement of the recorded assets, liabilities and other balances at the end of the accounting period.

## BORROWING

Using cash provided by another party to pay for expenditure, on the basis of an agreement to repay the cash at a future point, usually incurring additional interest charges over and above the original amount.

## BUDGET

The forecast of net revenue and capital expenditure over the accounting period.

## CAPITAL EXPENDITURE

Expenditure on the acquisition of a fixed asset, which will be used in providing services beyond the current accounting period, or expenditure which adds to and not merely maintains the value of an existing fixed asset.

## CAPITAL FINANCING

Funds raised to pay for capital expenditure. There are various methods of financing capital expenditure including borrowing, leasing, direct revenue financing, usable capital receipts, capital grants, capital contributions, revenue reserves and earmarked reserves.

## CAPITAL PROGRAMME

The capital schemes the Authority intends to carry out over a specific period of time.

## CAPITAL RECEIPT

The proceeds from the disposal of land or other fixed assets. Proportions of capital receipts can be used to finance new capital expenditure, within rules set down by the government but they cannot be used to finance revenue expenditure.

## CIPFA

The Chartered Institute of Public Finance and Accountancy

## CODE

The CIPFA Code of Practice on Local Authority Accounting governs the content of these accounts

## COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

The account of the Authority that reports the net cost for the year of the functions for which it is responsible and demonstrates how that cost has been financed from precepts, grants and other income.

## CONSISTENCY

The concept that the accounting treatment of like items within an accounting period and from one period to the next are the same.

## CONTINGENT ASSET

A contingent asset is a possible asset arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the Authority's accounts.

## CONTINGENT LIABILITY

A contingent liability is either:

- A possible obligation arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the Authority's control; or
- A present obligation arising from past events where it is not probable that a transfer of economic benefits will be required, or the amount of the obligation cannot be measured with sufficient reliability.

## CREDITOR

Amount owed by the Authority for work done, goods received or services rendered within the accounting period, but for which payment has not been made by the end of that accounting period.

#### CURRENT SERVICE COST (PENSIONS)

The increase in the present value of a defined benefits pension scheme's liabilities, expected to arise from employee service in the current period.

#### DEBTOR

Amount owed to the Authority for works done, goods received or services rendered within the accounting period, but for which payment has not been received by the end of that accounting period.

#### DEFINED BENEFIT PENSION SCHEME

Pension schemes in which the benefits received by the participants are independent of the contributions paid and are not directly related to the investments of the scheme.

#### DEPRECIATION

The measure of the cost of wearing out, consumption or other reduction in the useful economic life of the Authority's fixed assets during the accounting period, whether from use, the passage of time or obsolescence through technical or other changes.

#### DISCRETIONARY BENEFITS (PENSIONS)

Retirement benefits, which the employer has no legal, contractual or constructive obligation to award and are awarded under the Authority's discretionary powers such as the Local Government (Discretionary Payments) Regulations 1996.

#### EVENTS AFTER THE BALANCE SHEET DATE

Events after the Balance Sheet date are those events, favourable or unfavourable, that occur between the Balance Sheet date and the date when the Statement of Accounts is authorised for issue.

#### EXPECTED RETURN ON PENSION ASSETS

For a funded defined benefit scheme, this is the average rate of return, including both income and changes in fair value but net of scheme expenses, which is expected over the remaining life of the related obligation on the actual assets held by the scheme.

#### FAIR VALUE

The fair value of an asset is the price at which it could be exchanged in an arm's length transaction.

#### FINANCE LEASE

A lease that transfers substantially all of the risks and rewards of ownership of a fixed asset to the lessee.

#### GOING CONCERN

The concept that the Statement of Accounts is prepared on the assumption that the Authority will continue in operational existence for the foreseeable future.

## IFRS

International Financial Reporting 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.

## GROUP

Nottinghamshire Office of the Police and Crime Commissioner and its Group

## IMPAIRMENT

A reduction in the value of a fixed asset to below its recoverable amount, the higher of the asset's fair value less costs to sell and its value in use.

## INTANGIBLE ASSETS

An intangible (non-physical) item may be defined as an asset when access to the future economic benefits it represents is controlled by the reporting entity. This Authority's intangible assets comprise computer software licences.

## INTEREST COST (PENSIONS)

For a defined benefit scheme, the expected increase during the period of the present value of the scheme liabilities because the benefits are one period closer to settlement.

## INVESTMENTS (PENSION FUND)

The investments of the Pension Fund will be accounted for in the statements of that fund. However, authorities are also required to disclose, as part of the disclosure requirements relating to retirement benefits, the attributable share of the pension scheme assets associated with their underlying obligations.

## LIABILITY

A liability is where the Authority owes payment to an individual or another organisation.

- A current liability is an amount which will become payable or could be called in within the next accounting period, e.g. creditors or cash overdrawn.
- A deferred liability is an amount which by arrangement is payable beyond the next year at some point in the future or to be paid off by an annual sum over a period of time.

## MATERIALITY

The concept that the Statement of Accounts should include all amounts which, if omitted, or mis-stated, could be expected to lead to a distortion of the financial statements and ultimately mislead a user of the accounts.

## MINIMUM REVENUE PROVISION (MRP)

The minimum amount which must be charged to the revenue account each year in order to provide for the repayment of loans and other amounts borrowed by the Authority.

#### NET BOOK VALUE

The amount at which fixed assets are included in the Balance Sheet, i.e. their historical costs or current value less the cumulative amounts provided for depreciation.

#### NON-DISTRIBUTED COSTS

These are overheads for which no user now benefits and as such are not apportioned to services.

#### NON-OPERATIONAL ASSETS

Fixed assets held by the Authority but not directly occupied, used or consumed in the delivery of services. Examples are investment properties, assets under construction or assets surplus to requirements pending sale or redevelopment.

#### OPERATING LEASE

A lease where the ownership of the fixed asset remains with the lessor.

#### OPERATIONAL ASSETS

Fixed assets held and occupied, used or consumed by the Authority in the pursuit of its strategy and in the direct delivery of those services for which it has either a statutory or discretionary responsibility.

#### PAST SERVICE COST (PENSIONS)

For a defined benefit pension scheme, the increase in the present value of the scheme liabilities related to employee service in prior periods arising in the current period as a result of the introduction of, or improvement to retirement benefits.

## PENSION SCHEME LIABILITIES

The liabilities of a defined benefit pension scheme for outgoings due after the valuation date. Scheme liabilities measured during the projected unit method reflect the benefits that the employer is committed to provide for service up to the valuation date.

## PRECEPT

The levy made by precepting authorities to billing authorities, requiring the latter to collect income from Council Tax on their behalf.

## PRIOR YEAR ADJUSTMENT

Material adjustments applicable to previous years arising from changes in accounting policies or from the correction of fundamental errors. This does not include normal recurring corrections or adjustments of accounting estimates made in prior years.

## PROVISION

An amount put aside in the accounts for future liabilities or losses which are certain or very likely to occur but the amounts or dates of when they will arise are uncertain.

## PUBLIC WORKS LOAN BOARD (PWL B)

A Central Government Agency, which provides loans for one year and above to authorities at interest rates only slightly higher than those at which the government can borrow itself.

## REMUNERATION

All sums paid to or receivable by an employee and sums due by way of expenses allowances (as far as those sums are chargeable to UK income tax) and the money value of any other benefits. Received other than in cash. Pension contributions payable by the employer are excluded.

## RESERVES

The accumulation of surpluses, deficits and appropriations over past years. Reserves of a revenue nature are available and can be spent or earmarked at the discretion of the Authority. Some capital reserves such as the fixed asset restatement account cannot be used to meet current expenditure.

## RETIREMENT BENEFITS

All forms of consideration given by an employer in exchange for services rendered by employees that are payable after the completion of employment.

## REVENUE EXPENDITURE

The day-to-day expenses of providing services.

## REVENUE EXPENDITURE CAPITALISED UNDER STATUTE (REFCUS)

Expenditure which ordinarily would be revenue, but is statutorily defined as capital. Examples of REFCUS include grants of a capital nature to voluntary organisations and back pay expenditure capitalised under Secretary of State Direction.

#### TEMPORARY BORROWING

Money borrowed for a period of less than one year.

#### USEFUL ECONOMIC LIFE (UEL)

The period over which the Authority will derive benefits from the use of a fixed asset.

<b>Consideration</b>	
<b>Public/Non Public</b>	<b>Public</b>
<b>Report to:</b>	<b>Audit and Scrutiny Panel</b>
<b>Date of Meeting:</b>	<b>27 July 2017</b>
<b>Report of:</b>	<b>The Chief Executive</b>
<b>Report Author:</b>	<b>Alison Fawley</b>
<b>E-mail:</b>	<a href="mailto:alison.fawley@nottsc.gov.uk">alison.fawley@nottsc.gov.uk</a>
<b>Other Contacts:</b>	
<b>Agenda Item:</b>	<b>8</b>

## **PANEL WORK PLAN AND MEETING SCHEDULE**

### **1. Purpose of the Report**

- 1.1 To provide the Panel with a programme of work and timetable of meetings

### **2. Recommendations**

- 2.1 To consider and make recommendations on items in the work plan and to note the timetable of meetings

### **3. Reasons for Recommendations**

- 3.1 To enable the Panel to manage its programme of work.

### **4. Summary of Key Points**

- 4.1 The Panel has a number of responsibilities within its terms of reference. Having a work plan for the Panel ensures that it carries out its duties whilst managing the level of work at each meeting.

### **5. Financial Implications and Budget Provision**

- 5.1 None as a direct result of this report

### **6. Human Resources Implications**

- 6.1 None as a direct result of this report

### **7. Equality Implications**

- 7.1 None as a direct result of this report

### **8. Risk Management**

- 8.1 None as a direct result of this report

## **9. Policy Implications and links to the Police and Crime Plan Priorities**

- 9.1 This report meets the requirements of the Terms of Reference of the Panel and therefore supports the work that ensures that the Police and Crime Plan is delivered.

## **10. Changes in Legislation or other Legal Considerations**

- 10.1 None as a direct result of this report

## **11. Details of outcome of consultation**

- 11.1 None as a direct result of this report

## **12. Appendices**

- 12.1 Work Plan and schedule of meetings

**JOINT AUDIT AND SCRUTINY PANEL WORK PLAN 2017/18**

<b>27 July 2017</b>			
1	OPCC Produce a summary set of accounts for publication	Annually	OPCC
2	OPCC Final Statutory Accounts	Annually	Charlie Radford & Pam Taylor
3	External Audit Governance report ISA260	Annually	Charlie Radford & Andrew Cardoza
4	Annual Governance Statements	Annually	Charlie Radford & Force
5	<del>Annual Internal Audit Report</del> (went to June meeting)	Annually	Charlie Radford and Brian Welch
	<b>For Information only</b>		
	OPCC reports and information to support updates for monitoring the Police and Crime Plan		

## 28 September 2017

1	Force report on complaints and misconduct, investigations, new cases, open cases, together with monitoring, dip-sampling recommendations and implementation of actions and lessons learned	6 monthly	
2	Force report on IPCC investigations, recommendations and actions taken together with implementation of lessons learned	6 monthly	
3	Force report on the Whistle Blowing policy and review of compliance (process of grievances and appeals) Force report on Anti-Fraud and Corruption policy review of compliance updates	6 monthly	
4	OPCC Produce a summary set of accounts for publication	Annually	
5	OPCC Final Statutory Accounts	Annually (earlier in 2017). This meeting as a back-up. 2017 only.	Charlie Radford
6	External Audit Governance report ISA260	Annually (earlier in 2017). This meeting as a back-up. 2017 only.	Charlie Radford & Andrew Cardoza
7	Force Regional Collaboration Update	Annually	
8	Force Report on Public Finance Initiative Contracts	Annually	
9	Force and OPCC HMIC Inspections and Recommendations	Annually	
10	Force and OPCC risk report of monitoring and actions for mitigation	6 monthly	
	<b>Every Meeting</b>		
11	Internal Audit Progress Reports		Charlie Radford & Brian Welch
12	Force Internal Audit, Review and Inspection Monitoring, assurance and improvements outcomes		Julie Mair / Natalie Baker-Swift
	<b>For information items</b>		
	OPCC reports and information to support updates for monitoring the Police & Crime Plan		



**08 December 2017**

1	Force Governance monitoring, assurance and improvement outcomes for decision making report	6 monthly	
2	Treasury Update report to show compliance with the Treasury Management Strategy	Annually	Charlie Radford
3	Annual Audit letter – External Audit	Annually – could be Sept in future.	Charlie Radford
4	Report on insurance claims covering public liability, employer's liability, employment and motor liabilities including costing and lessons learned	Annually	Pam Taylor
5	Force compliance assurance mapping	Annually	
	<b>Every Meeting</b>		
	Internal Audit Progress Reports		Charlie Radford & Brian Welch
	Internal Audit, Review and Inspection Monitoring, assurance and improvements outcomes		Julie Mair
	<b>For information items</b>		
	OPCC reports and information to support updates for monitoring the Police and Crime Plan		

## March 2018

1	Report on Annual Internal Audit Strategy and Audit Plan	Annually	Charlie Radford & Brian Welch
2	Force report on Business Continuity compliance and assurance of testing and exercising plan lessons learned	Annually	
3	Force Publication Scheme monitoring, review and assurance report	Annually	
4	OPCC compliance with Specified Information Order and FOIs report	Annually	Lisa Gilmour
5	Force report on Information Management, FOI, DP audits and assurance reports	Annually	
6	Force and OPCC Risk report on monitoring and actions for mitigation	6 monthly	
7	Internal and External Audits, Review and Inspections	Annually	Julie Mair
8	External audit Plan	Annually	Charlie Radford & Andrew Cardoza
9	External Audit Progress Report – possibly		
10	Lessons learnt on Victims ITT		Ronnie Adams
	<b>Every meeting</b>		
	Internal Audit Progress Reports		
	Internal Audit, Review and Inspection Monitoring, assurance and improvements outcomes - Is this a duplication of item 7 above		Julie Mair
	<b>For information only</b>		
	OPCC reports and information to support updates for monitoring the Police and Crime Plan		Phil Gilbert
	OPCC Budget Report		Charlie Radford & Force
	OPCC Precept Report		Charlie Radford
	OPCC Report on the Medium Term Financial Plan		Charlie Radford
	4 year capital Plan including the Annual Capital Budget		Charlie Radford
	The Treasury Management Strategy		Charlie Radford
	Reserves Strategy		Charlie Radford