

**MINUTES OF THE MEETING OF THE NOTTINGHAMSHIRE POLICE AND CRIME  
COMMISSIONER JOINT AUDIT AND SCRUTINY PANEL HELD ON THURSDAY 27<sup>TH</sup>  
JULY 2017 AT FORCE HEADQUARTERS, SHERWOOD LODGE, ARNOLD,  
NOTTINGHAM COMMENCING AT 2PM**

**MEMBERSHIP**

(A – denotes absent)

Mr Stephen Charnock (Chair)

Mr Leslie Ayoola

Mr John Brooks

Dr Phil Hodgson

Mr Peter McKay

**OFFICERS PRESENT**

Pete Barker	Democratic Services, Notts County Council
Natalie Baker-Swift	Governance & Planning, Notts Police
Paul Dawkins	Assistant Chief Officer, Finance
Kevin Dennis	Chief Executive, Office of Police and Crime Commissioner (OPCC)
Craig Guildford	Chief Constable, Notts Police
Mark Kimberley	Head of Finance, Notts Police
Charlie Radford	Chief Finance Officer, OPCC
Paddy Tipping	Police & Crime Commissioner

**1) APOLOGIES FOR ABSENCE**

Apologies for absence were received from Julie Mair, Charlotte Radford and Brian Welch.

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

No declarations of interest were made.

**3) MINUTES OF THE PREVIOUS MEETING**

The minutes of the last meeting held on 6 June 2017, having been circulated to all members, were taken as read and were confirmed and were signed by the Chair.

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

The Chair informed the meeting that the actions sheet enclosed with the papers is a first draft which will be refined as the process of setting timelines for action points and identifying people responsible progresses.

The Chair stated that the aim was to change the structure of the meetings as Panel members required more control over what was being considered at the meetings. The Chair was due to meet Charlie Radford and Julie Mair to see how this could be progressed.

## **5) APPROVAL OF REVISED TERMS OF REFERENCE**

The Chair introduced the report and during discussions the following points were raised:

- an annual report could be published but in the main this would contain information available elsewhere and there are resource implications concerning its production. Andrew Cardoza confirmed that the publication of an annual report was not compulsory
- The following amendments were requested:

Page 1 – paragraph 4 should include a reference to Section 151 Officer as per paragraph 3

Page 2 - reference to employing 'agency' staff to be included

Page 4 - add the phrase 'for the Chair to hold'

- The Terms of Reference may still be too detailed but could be amended once a version is produced that everyone could agree upon
- The Chair undertook to circulate the amended version of the terms before seeking the approval of the Commissioner and the Chief Constable

## **6) SUMMARY OF ACCOUNTS FOR 2016-17**

This report will now be taken to the September meeting as due to sickness and the use of the new system the production of the final accounts has been delayed.

## **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**

Mark Kimberley introduced the report and informed the meeting that the report was now in the style of an annual report with more narrative included. This style was not driven by the use of the 'Big Red Button' system.

During discussions the following points were raised:

- Much of the content could not be understood by the layperson but the requirements have become very complex over time
- The 'Big Red Button' system was paid for by the many subscribers and CIPFA were keen to expand its use from local government into the Police Force
- Some of the figures contained in the report and produced by the system are not accurate but the underlying figures are accurate and up to date and the final version of the accounts will be complete
- More changes to the report will be made before the meeting in September and the usefulness of the current meeting was questioned if the figures provided to the Panel were not the latest version. The Chair understood the frustrations but felt that it was still useful to have met as it had allowed some useful issues to be aired even if nothing could be signed off.

- The Panel would consider Paul Dawkins' offer of the opportunity next year for Panel members to look at the financial figures off-line on a weekly basis

## **8) WORK PLAN AND MEETING SCHEDULE**

The next meeting will be held on 12<sup>th</sup> September at 10am. The meeting scheduled for 28<sup>th</sup> September will not be required.

The meeting closed at 3.04pm

**CHAIR**