**MINUTES OF THE JOINT INDEPDENDENT AUDIT COMMITTEE**

**HELD ON WEDNESDAY 10 AUGUST 2022 AT 14:00**

**MAIN MEETING ROOM, JOINT HEADQUARTERS, NG5 8PP**

**MEMBERSHIP**

(A – denotes absent)

Mr Stephen Charnock (Chair)
Mr Leslie Ayoola
Mr Alan Franks
Mr Peter McKay
Vacancy

**ALSO, PRESENT**

|  |  |
| --- | --- |
|  |  |
| Steven CooperJames WoolleyNeil HarrisSharon CaddellDavid HooseMark LunnGillian Holder | DCC, Nottinghamshire PoliceSuperintendent, Nottinghamshire PoliceEYCEO & Monitoring Officer, OPCCMazarsMazarsCFO, OPCC |
| Mark Kimberley | CFO, Nottinghamshire Police |
| Gemma Flint | OPCC |
|  |  |

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Caroline Henry – PCC and Craig Guildford - CC

|  |  |
| --- | --- |
|  |  |

1. **DECLARATIONS OF INTEREST BY PANEL MEMBERS AND ATTENDEES**

None.

**3) MINUTES OF THE MEETING HELD ON 29 APRIL 2022**

Minutes from the last meeting held on 29 April 2022, were taken as read and confirmed and arranged to be signed by Alan Franks, as chair of the previous meeting, held on 29 April 2022.

**ACTION: Alan to sign minutes from July’s JIAC meeting**

**4) DRAFT FORCE STATEMENT OF ACCOUNTS 2020/2021**

 **DRAFT GROUP STATEMENT OF ACCOUNTS 2020/2021**

*Please note, this agenda item was delayed due to Neil Harris joining the meeting later than scheduled.*

Mark did an introduction, from the Force’s perspective, on the current statement of accounts. It was explained that the annual government statements had already been taken to the previous JIAC meetings. The Force has a small overspend of 65k for the past year and an increase in usable reserves. These have been used for replacements in IT as well as bringing back the Vensons PFI contract, which has meant a significant change to the asset balance sheet. Assets under construction are the new build at Joint Headquarters along with the new Nottingham Custody Suite. IFRS 16 was delayed again to 2023/2024. Mark also acknowledged the 12-month delay with the 2021/2022 statement of accounts.

Mark explained that the asset register has been rebuilt and the filing system has improved. The number of reconciliations has been increased to monthly, rather than annually which will improve the quality and timely production going forward. Requests and audit activity are now going through the EY portal. Mark explained that there has been issues due to the changes in staffing, however they’re making progress in this area.

Neil Harris was pleased by the Force’s finance commitment on the production of the accounts and explained that the strength in the Finance Team has been recognised by him. Neil explained that he has recently handed over to a colleague, as Neil’s last day at Ernest and Young will be 9 September 2022. Neil thanked the Finance Team for their support and critical decisions that have been made by them.

*James Woolley joined the meeting.*

The Chair asked for a timescale on the 2021/2022 statement of accounts. Neil suggested October but Mark explained that the first draft production is to be produced on 30 September. This timescale is to be reviewed in 3 weeks from now. The aim is to take the accounts to the November JIAC Meeting.

No further comments were made by the panel members.

The Chair said farewell and all thanked Neil. Neil then thanked all before leaving his final JIAC meeting.

**5) PROGRESS AGAINST ACTION TRACKER**

The following progress was reported:

Item 052 is to be added to September’s agenda with DCC Cooper’s name against. DCC Cooper explained that there is now an updated risk register after following the template provided by Mazars.

All agreed item 056 was complete.

When discussing item 057, the Chair asked that any meetings re the internal audit plan is extended to the JIAC Panel members, in order to set out and agree on the plan. This item is to be kept open as it’s ongoing.

**6) MEMBERSHIP – RECRUITMENT TO VACANT PANEL POSITION**

Sharon explained that the OPCC ran the JIAC Panel Member advert again, which the OPCC received 3 applications for. It was agreed by all that it would be beneficial to recruit 2 new panel members.

**7) INTERNAL AUDIT PROGRESS REPORT**

David Hoose updated the meeting on the progress of the internal audit report. Alan Franks questioned whether December 2022 is a realistic timescale for the formal risk assessment to be complete. Gillian Holder is hopeful but is aware that it’s a short timescale.

Neil Harris joined the meeting via Teams and the Chair introduced him to the meeting. Neil confirmed that he was happy for the meeting to be recorded.

**8) UPDATE ON ACTIONS FROM AUDITS, INSPECTIONS & REVIEWS**

DCC Cooper explained that there is nothing outstanding in terms of inspection dates. The Armed Policing Thematic Inspection is the next inspection to take place. The DCC is to Q&A this tomorrow, as the previous Firearms lead. Peter McKay queried the HMIC recommendations. The DCC explained that they feedback to their liaison officer and asked if there was anything in particular that Peter would want to feed back. The Chair agreed that the point Peter had raised was interesting and will look into this going forward.

Sharon mentioned that it is currently in discussion as to whether Chief Constable’s are able to sign off some of the HMIC recommendations, in recognition of the delay. DCC Cooper was keen for the CC to be given this responsibility.

**APPENDIX B**

The Chair questioned the balance transfers for the year of 2020. Mark explained that this was further to the transfer from MFSS and that the accounts for that year are yet to be closed. The Chair questioned, from a Mazars point of view, when they will be closed and whether the recommendations are still valid. David Hoose confirmed that he will follow up a review and will revisit this with his team.

**Key theme for Force Audit Report – Serious Youth Violence**

Superintendent James Woolley gave a summary of the joint HMRC inspection that was carried out in February 2022, which involved Probation, the Fire Service, Ofsted and CQC. The report for this inspection has currently not been published, however it has received positive feedback from the Chief Officer Team and the PCC. Supt Woolley highlighted some of the key positive points that were made as well as any areas for improvements. Mr Woolley explained that he was pleased with the Custody interventions, partnership working and how knife crime and young people are made a priority. In terms of enforcement activities, Supt Woolley explained that they’re great for networking with partners but also often raise areas to improve.

Mr Woolley also spoke about the role of VRUs and how he is impressed with Nottinghamshire’s, particularly the strategic needs assessment. This has raised issues around school exclusions and hospital admissions, which are areas to work on going forward. The issues will be improved by ACC Rob Griffin chairing a working group around this as well as Commissioner Henry chairing the Violence Reduction Board.

Leslie asked whether Op Reacher was still active, which Supt Woolley confirmed it was and that there are 12 Op Reacher teams. Leslie questioned whether these are successful which Supt Woolley confirmed they are. Leslie queried item 7 on the report and asked if there was an equality implications assessment done for this report. Supt Woolley confirmed that no assessment was completed regarding this. DCC explained that an assessment was done in terms of the VRU but not for this report.

Leslie asked about the disproportionality report and requested Supt Woolley to explain how this work links. Supt Woolley explained that the Force was struggling with data recording, but they can now categorise more accurately. Leslie questioned whether the Force were experiencing problems recording ethnicity. DCC Cooper clarified that the Force are good at recording visible ethnicity but not so much self-defined. The DCC mentioned that he would speak with the staff about asking for this going forward. Supt Woolley explained that the Independent Advisory Group & Youth Justice are involved, after Leslie questioned this. Sharon Caddell added that the PCC’s Community Engagement Officer and Ending Youth Violence Network were involved.

The Chair questioned how efficient and effective the Violence Reduction Units are at reducing serious youth violence and crime is measured and Supt Woolley explained the different methods put in place.

The Chair questioned whether preventing youth violence prevents adult violence. DCC Cooper agreed and went on to explain that the victim’s age is becoming younger and younger. Youth violence is being explained in secondary schools and is gradually being explained to lower year groups due to this. The Force data is from the QMC, which means that the recording of suspects is much more accurate. Supt Woolley explained that this helps with training the officer to have a much more sensitive approach.

The Chair mentioned the engagement within schools and asked the age range in which youth violence is explained. DCC Cooper spoke about the Mini Police Programme and its purpose. The Force’s early intervention officers speak with children from year 7 with PCSOs speaking to those in years 5-6. DCC Cooper explained that this is equal between the City and County, after the Chair queried.

The Chair thanked Supt Woolley, before he left the meeting.

**9) OPCC REPORT ON COMPLIANCE WITH FREEDOM OF INFORMATION REQUESTS AND THE SPECIFIED INFORMATION ORDER**

Sharon Caddell explained the context of the report. PCC’s have engaged with Policing Insight, which is an external body. Policing Insight complete the external audit for the OPCC. Although there was a pause on this last year (due to admin issues) the OPCC still received transparency quality mark by CoPaCC. Sharon acknowledged that the OPCC isn’t as up to date as they would hope to be, but that they are working to improve this.

Sharon spoke through the statistics and explained the issue with complexity and staffing resources that have stopped the OPCC from achieving 100%. Peter felt that this would have been a knock-on effect from the delay in the accounts. Sharon reinforced that the reason for the delay was purely due to the low capacity in the OPCC.

The Chair questioned whether there is a place for a join link for the information. DCC explained that there are some joint links, however there isn’t a single website currently.

**10) FORCE ASSURANCE REPORT ON COMPLIANCE WITH FREEDOM OF INFORMATION AND DATA PROTECTION REQUESTS**

DCC Cooper spoke through the statistics within the report and explained that the Force have turned to an external expert in this field for advice. The DCC’s plan is for there to be an improvement on this service. The Chair agreed that this area has always been tricky, having always struggled with an issue in resourcing. The DCC explained next years planned improvements further to the Chair asking.

The Chair also asked how much of the request stays within the team. DCC Cooper explained that they often call on the MI department for data, especially when it’s aimed at a specific area. The DCC explained that improvements will be made once they have an increase of staff.

**12) PCC UPDATE REPORT**

Sharon Caddell gave an overview of the Make Notts Safe Plan and the activity in terms of HMIC/PEEL reports and how the PCC’s office can assist with the Force. Sharon told the panel that the OPCC has been successful with Safer Streets 4 funding, as they received the most amount of funding. Sharon also spoke on the Night Time Economy needs assessment and that they’re in discussion with Nottingham City Council regarding the Night Time Levy. Sharon spoke through the outcome of victim needs assessment, and how it will include the new Victim CARE contract. The OPCC are in a good position regarding recruitment and have agreed to pursue an ambition to recruit a further 50 officers within Nottinghamshire Police.

Leslie asked if information around part 2 of the review being brought into the role of the PCC was available. Sharon confirmed that this information is public.

**ACTION: Gemma to circulate link for this information.**

**ACTION: Panel Members to review the terms of reference and self-assessment for the panel.**

**13) DATE OF NEXT MEETING**

Next meeting confirmed for 30 September 2022