

**MINUTES OF THE MEETING OF THE NOTTINGHAMSHIRE POLICE AND CRIME  
COMMISSIONER JOINT AUDIT AND SCRUTINY PANEL HELD ON WEDNESDAY 24<sup>TH</sup>  
JULY 2018 AT GEDLING BOROUGH COUNCIL, CIVIC CENTRE, ARNOT HILL PARK,  
ARNOLD, NOTTINGHAMSHIRE NG5 6LU COMMENCING AT 10AM**

**MEMBERSHIP**

(A – denotes absent)

Mr Stephen Charnock (Chair)

Mr Leslie Ayoola

Dr Phil Hodgson

Mr Peter McKay

Vacancy

**OFFICERS PRESENT**

Sara Allmond	Democratic Services, Notts County Council
Andrew Cardoza	KPMG
Craig Guildford	Chief Constable, Notts Police
Mark Kimberley	Head of Finance, Notts Police
Charlie Radford	Chief Finance Officer, OPCC
Paddy Tipping	Police & Crime Commissioner
Brian Welch	Mazars
Lee Young	Detective Chief Inspector, Notts Police

**1) ELECTION OF CHAIR**

Stephen Charnock was elected as Chairman of the Panel for 2018/19.

**2) APOLOGIES FOR ABSENCE**

An apology for absence was received from Deputy Chief Constable Rachel Barber.

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

Dr Phil Hodgson declared an interest in item 7 as he was the Head of Law and Social Services, University of Derby who had the contract for apprenticeship training.

Leslie Ayoola declared an interest in 7 as he was a Councillor for Nottingham City Council representing Mapperley ward.

**4) MINUTES OF THE PREVIOUS MEETING**

The minutes of the last meeting held on 30 May 2018, having been circulated to all members, were taken as read and were confirmed and signed by the Chair.

### **AGENDA ORDER**

The Chairman agreed to change the agenda order to allow DCI Young to present his item first.

#### **8) TACKLING FRAUD – NOTTINGHAMSHIRE POLICE**

DCI Lee Young introduced the report on the approach being taken by Nottinghamshire Police in tackling fraud.

During discussion the following points were raised:-

- There was good collaborative working with Council Trading Standards teams.
- Work was being undertaken to support victims to reduce repeat victimisation.
- The fraud currently reported to police was the tip of the iceberg. There was a level of acceptance by the public about lower level fraud such as phishing emails which meant these were not reported.
- The Force would visit fresher's week at the universities to raise awareness with the new students coming into the city.
- The priority had to be on prevention and education due to the amount of fraud and attempted fraud taking place and to best support the victims.

#### **RESOLVED 2018/017**

To receive assurance from the information contained in the report in relation to how Nottinghamshire Police were tackling fraud.

#### **5) PROGRESS AGAINST ACTION TRACKER**

The action tracker was received.

#### **6) EXTERNAL AUDIT OF THE ACCOUNTS 2017-18 (ISA260)**

Andrew Cardoza introduced the report which provided the Panel with the results of the review of the Statement of Accounts and supporting documentation for the Financial Year 2017-18.

During discussion the following points were raised:-

- The majority of the partial recommendations were due to having to switch off the Big Red Button part way through the process and the delays that caused.

- In relation to MFSS, Nottinghamshire were now front-running the development with a plan to bring it back on track as quickly as possible.
- A national consulting company were carrying out a piece of work on shared savings with a view to saving £20million nationally. The report would be available for circulation to Panel Members in October.

**RESOLVED: 2018/018**

- 1) That the findings of the External Auditor be recommended to the Police and Crime Commissioner and the Chief Constable.
- 2) That the letter of representation be recommended to the Police and Crime Commissioner for signing and sending to the external auditors.

**7) STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENTS FOR 2017-18**

Mark Kimberley introduced the report which provided members with a copy of the audited statement of accounts and annual governance statements for 2017-18.

**RESOLVED: 2018/019**

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

**9) INTERNAL AUDIT PROGRESS REPORT**

Brian Walsh introduced the report which provided members with an update on progress against the Internal Audit Plan 2018-19 and the findings from audits completed to date.

During discussions the following point was raised:-

- In relation to the collaboration assurance statements, there was a mix of how well they were completed with very little action coming out of them. There were discussions ongoing as to how to the governance of the various collaborations.

**RESOLVED: 2018/020**

To note the progress report.

**10) AUDIT AND INSPECTION UPDATE**

Chief Constable Craig Guildford introduced the report which provided an update on progress against recommendations arising from the audits and inspections which had taken place during quarter 1, 2018/19, provided information on the schedule of planned

audits and inspections and provided additional information on the inspection Stolen Freedom; the Policing Response to Modern Slavery and Human Trafficking.

During discussions the following point was raised:-

- The Force Management Statement had been prepared as required by HMICFRS. This had taken a considerable amount of resource and time to produce and the Force were looking at how it could be made useful for the Force as well as HMICFRS.

**RESOLVED: 2018/021**

To note the status of the audits and inspections carried out over the last quarter

**11) TREASURY MANAGEMENT YEAR END REPORT**

Charlie Radford introduced the report which provided members with details of compliance with the Treasury Management Strategy and prudential indicators for 2017-18

**RESOLVED: 2018/022**

To receive assurance from the information contained within the report.

**12) PUBLICATION SCHEME MONITORING, REVIEW AND ASSURANCE**

Charlie Radford introduced the report which provided the Panel with assurance that the Office of the Police and Crime Commissioner was working in full compliance of the Freedom of Information (FOI) Act 2000 and The Elected Local Policing Bodies (Specified Information) Order 2011.

**RESOLVED: 2018/023**

That the Panel received assurance from the information contained within the report.

**13) NOTTINGHAMSHIRE POLICE INFORMATION MANAGEMENT, FREEDOM OF INFORMATION AND DATA PROTECTION UPDATE FOR CALENDAR YEAR 2017**

Chief Constable Craig Guildford introduced the report which provided the Panel with data on the legislative compliance of the Freedom of Information Act 2000 and Data Protection Act 1998 by Nottinghamshire Police for the calendar year of 2017.

**RESOLVED: 2018/024**

That the Panel received assurance from the information contained within the report.

**14) PRIORITY PLAN PROGRAMME UPDATE MAY 2018**

Chief Constable Craig Guildford introduced the report which provided an update on the activity of the Priority Plan Programme.

During discussions the following points were raised:-

- The Force were ahead of the curve and taking all opportunities to invest to save. The Force were open to suggestions from employees and were taking a whole organisation approach.
- Morale within Force had been significantly boosted by the additional front line officers, however other organisations having budget pressures such as the ambulance service was having an impact on officer time. The apprenticeships scheme would bring new officers on board along with the recruitment of additional PCSOs.

**RESOLVED: 2018/025**

To note the report

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

**RESOLVED: 2018/026**

To note the report.

**16) SUMMARY OF ACTIONS**

**RESOLVED: 2018/27**

To include the following items on the action tracker:-

Action 016 – PCC to circulate PA Consulting report on shared services with panel members when available

Action 017 – Copy of Force Management Statement to be provided to panel members

The meeting closed at 12.22pm

**CHAIR**