

Joint Audit Committee of the Police and Crime Commissioner for Bedfordshire and Bedfordshire Police

Meeting of 25 May 2018

Held between 10.30am – 12:20pm

Minutes

Present:

Jagtar Singh – Chair (JS)	Independent Committee Member
Wayne Brads – Chair (WB)	Independent Committee Member
Laura Cochrane (LR)	Independent Committee Member
Gita Raja (GR)	Independent Committee Member
Judit Seymour (JSM)	Independent Committee Member
Phil Wells (CFO)	Joint Chief Finance Officer for the Police and Crime Commissioner for Bedfordshire and Bedfordshire Police
Garry Forsyth (DCC)	Deputy Chief Constable
Katie Beaumont (KB)	Compliance Officer (OPCC)
Anna Simmonds	Internal Audit (RSM)
Pauline Gibbons (PG)	Minute taker

18/JAC/11	Apologies	ACTION
	<p>Apologies noted from:</p> <ul style="list-style-type: none"> - Neil Harris, EY - Carol Ryan, EY - Clare Kelly, Chief of Staff (OPCC) - Mark Jones, RSM 	
18/JAC/12	<p>Minutes of the meeting held on 23 March 2018</p> <p>The minutes of the meeting of the Joint Audit Committee (JAC) held on 23 March 2018 were confirmed without amendment.</p>	
18/JAC/13	<p>Declarations of Interest</p> <p>There were no declarations of personal or prejudicial interests from members.</p>	
Part One – Not Restricted		

<p>18/JAC/14</p>	<p>Strategic Risk Register of the Police and Crime Commissioner for Bedfordshire</p> <p>Seven risks remain unchanged.</p> <p>There is one new risk regarding the General Data Protection Regulation (GDPR). The review of electronic files is still on-going. Members asked why this risk has only now been included as they would have expected this a lot earlier. It was openly discussed and it was stated that it could be considered that it wasn't a risk until it went live as it would have been previously added to the risk register as the preparation for GDPR rather than GDPR itself.</p> <p>The CFO advised that we have been comfortable with the preparedness for this risk. Now the level of risk is higher as the impact could be catastrophic. Impact 5, Likelihood 1.</p> <p>KB advised that the Strategic Risk Register and risks are discussed at the OPCC monthly Business Review Meetings, with GDPR being a regular agenda item.</p> <p>SR01 – likely to increase due to funding issues.</p> <p>Members raised concerns and wanted to fully understand how the Force and OPCC manage risk; the process/the assurance strategy – they want to understand how the Force evidence how it manages risk. It was suggested that this is covered at the next Development Day.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members noted the updates. 	
<p>18/JAC/15</p>	<p>Annual Accounts</p> <p>a) Review of accounting policies and annual governance statement</p> <p>The external auditors report that we are in a good position.</p> <p>Overspend of £0.564M in 2017/18 is not a surprise, consider as part of Medium Term Plan going forward.</p> <p>Annual Governance Statements are produced annually to ensure the Commissioner and Chief Constable have reviewed their governance arrangements.</p> <p>During 2017/18, Bedfordshire Police took the total grants for the region relating to ERSOU and CTIU. The more collaborated units there are, the more debtors and creditors will increase.</p> <p>Accounting policies are as last year.</p> <p>b) 2017/18 draft accounts</p>	

	<p>Members asked if, on further review of the accounts, they had any queries could they ask further questions. The CFO explained that any comments/questions would be welcome but that these would need to be with him before the end of June so that they can be included in the finalisation of the accounts to be on the agenda at the next JAC meeting on the 24 July.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members consider the accounting policies for the Chief Constable and Police and Crime Commissioner • That members consider the Chief Constable's and Police and Crime Commissioner's Annual Governance Statements • That members review the draft accounts of the Chief Constable and Police and Crime Commissioner 	Members
18/JAC/16	<p>Internal Audit</p> <p>a) Progress against plan 2017/18:</p> <p>Last audit report for 2017/18 has been finalised – no issues.</p> <p>A couple of actions have been carried forward and there are a few still to be implemented by management.</p> <p>Concerns were raised over the level of risk given on the audit report surrounding cyber security where all risks were graded medium. Members felt these risks should be higher. It was explained to them that the auditor set the risks based on their knowledge of this area. However the CFO agreed to liaise with the internal auditor to determine whether any of the recommendations needed to be reviewed and provide an update at the next meeting.</p> <p>The auditors noted an inconsistent level of reporting and scrutiny around PSD, which could pose a risk to the effective oversight of the function. Whilst a medium priority management action was agreed, members asked if every department was being judged in the same way. It was confirmed that this was the case.</p> <p>Members asked what the impact on Bedfordshire was regarding the governance structure surrounding the implementation of Athena. CFO advised that ICT risks are BCH risks and operability of the system is based on the individual force's risks. Due to the different way risk are managed in each of the 3 forces and also due to the fact that the 3 Forces are in different starting positions with regards to their existing processes and procedures it is likely that the transition to a new system may be more risky in one force than another. However, in Bedfordshire the ACC leads a Gold Group to ensure that these risks are managed.</p> <p>Members asked if it would be possible for them to have an insight into the issues PSD look at. It was suggested that PSD be invited to deliver a presentation at the next Development Day.</p>	<p style="text-align: center;">CFO/RSM</p> <p style="text-align: center;">CFO</p>

	<p>b) Internal Audit Annual Report 2017/18 Audit opinion is positive for the OPCC and the Force based on reviews and follow-up audits.</p> <p>c) Progress on recommendations: Light report, majority of the outstanding recommendations are where the date has not yet been reached.</p> <p>Members asked for an update on the Signpost Hub. The DCC responded that this is working well and there will be a survey of victims in due course to establish satisfaction and performance levels. Also, Kevin Vanterpool, Head of Victim Care, is currently producing a piece of work to show the comparisons of service – members asked if the OPCC could make this available to Members.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members noted the updates. 	<p>Chief of Staff</p>
<p>18/JAC/17</p>	<p>Force Overview We are recording a lot more crime and the impact on detection rates is great. Whilst Bedfordshire has seen an increase in overall recorded crime, other forces have generally seen much higher increases.</p> <p>The Force were 20th in the country in respect of recorded crime to Feb 2018 and are currently 18th in the country.</p> <p>We remain at 24th in the country in respect of solved crime.</p> <p>On this basis, whilst an increase is being seen nationally, there is nothing specific to Bedfordshire with regards to trends when comparing across the national context. Generally crime is up but detection is down which is consistent with national trends.</p> <p>We are currently experiencing around 130 offences a day. Last year this figure was at 115/120 per day. We need to ensure that resources are deployed appropriately. In the Emerald team, a large amount of detectives were dealing with low level cases. Changes have been made to move these to less skilled staff so that detectives are freed up to deal with higher level crimes, such as rape, sexual assault etc.</p> <p>Cyber-crime is showing the fastest increase in crime and is still under reported. These crimes can be reported on-line or by dialling 101.</p> <p>Members noted that with regards to the Bedfordshire Change Programme, the cyber-harassment project is on hold due to lack of funding. It was explained to the Members that through the national Police Transformation funding (PTF) process Bedfordshire had been given a level of funding to develop a cyber harassment app</p>	

	<p>that could be rolled out nationally. At this stage Bedfordshire had fulfilled its requirement under the terms of the grant agreement however work was being undertaken to determine how further national roll-out/testing was going to be achieved as the PTF funding didn't include this aspect.</p> <p>Members asked for training to look at THRIVE and the DCC can arrange this.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members note and consider the data and information provided in the report. 	DCC
18/JAC/18	<p>Athena Overview</p> <p>Athena went live across BCH on 23 May 2018. This brings the three forces in line with the other forces in the Eastern Region where Athena has been operating since 2015. The system appears stable and is working well. To date, limited incidents have been reported. Any issues are being looked at daily and resolved. Helpdesk usage is light.</p> <p>The ACC is checking operational impact daily. Speed will increase with familiarisation.</p> <p>Baselines have been established around the effectiveness and efficiency of current Force systems prior to the launch of Athena. Achievements of benefits will be reviewed against these baselines in the coming months to assess the impact of Athena. An initial review is anticipated in the autumn of this year, with a possible follow-up assessment of the benefits of Athena will be reported to the Force's internal Business Change and Continuous Improvement Board. The CFO is to bring the Benefit Realisation report back to this committee later in the financial year after Athena had been sufficiently embedded.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That members note the update and positive comments. 	CFO
Part Two - Restricted		
18/JAC/19	**RESTRICTED**	
18/JAC/20	**RESTRICTED**	

<p>18/JAC/21</p>	<p>AOB</p> <p>Members felt that the gender pay gap is an emerging risk. HR directors need to consider if the gender pay gap leads to pay equality issues. CFO said that in Bedfordshire Police, there is no gender pay gap although lower grade jobs tend to be female.</p> <p>Only grey area in the pay of BCH police officers is that in Beds and Herts, officers are eligible for a south east allowance.</p> <p>Members still need further guidance on SRRs and the changing risks and asked if this could be included on the Development Day.</p> <p>The CFO suggested that Members may wish to attend the Better4Beds forums that the Chief Constable was conducting for all officers and staff and that PG would send out dates of next event.</p> <p>At the PEEL Board, there is an action tracker for each area requiring improvement. Members asked at the last meeting if they could have sight of the tracker document and the CFO has suggested that he go through this document with them at the next training day.</p> <p>E-learning – evidence that this is not as effective as face to face for some forms of training. If risk assessment, such as H&S/fire training, if incidents go up, people may be at harm – link to rising costs. May want to do a review after 12-18 months.</p> <p>Attempts to arrange an ad hoc BCH Chairs meeting is proving difficult. JS to try to get Simon Smith, Chair of Cambs JAC, to come to the meeting in July. JS suggests that members attend each other's meetings. It was also suggested that a joint Development Day could be arranged even if this was just for a half day to go through analysis of joint audit reports and the rest of the day dedicated solely to Bedfordshire JAC members.</p> <p>CFO to organise a Development Day for Sept/Oct 2018.</p>	<p>PG</p> <p>CFO</p> <p>CFO</p>
<p>Date of next meeting</p>	<p>Tuesday 24 July 2018, 13:30 to 15:30. (13:00 pre-meet for members only.)</p>	