

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

Minutes are restricted

Meeting of 01 July 2022 (Microsoft Teams)

Held between 13:00 – 15:00

Minutes - draft

Present:

Wayne Brads (IM WB)	Independent Committee Member
Judit Seymour (IM JSM)	Independent Committee Member
Gita Raja (IM GR)	Independent Committee Member
Laura Bell (IM LB)	Independent Committee Member
Phil Wells (CFO PW)	Chief Finance Officer – Bedfordshire Police
Trevor Rodenhurst (DCC TR)	Deputy Chief Constable – Bedfordshire Police
Edward Major (SBA EM)	Strategic Business Analyst – Bedfordshire Police
Shalini Gandhi (RSM SG)	RSM – Internal Auditors
Katie Beaumont (HGT KB)	Head of Governance and Transparency
Bethany Coles (CO BC)	Compliance Officer – Minute taker

	Part One – Not Restricted	
22/JAC/14	<p>Introduction</p> <p>WB chaired the meeting due to apologies received from Jagtar Singh.</p> <p>The Chair welcomed all to the meeting.</p>	PCC/Members
22/JAC/15	<p>Apologies</p> <p>Apologies noted from the Chair - Jagtar Singh, Anna Villette (Interim Chief Executive OPCC), Gavin Chambers (CFO OPCC), Kirsty Slater (BDO) and Rachel Brittain (BDO).</p>	
22/JAC/16	<p>Minutes of the meeting held on 25.03.2022 (Restricted in part).</p> <p>The minutes of the previous meeting were approved with 2 amendments.</p>	Chair

22/JAC/17	<p>Actions Log</p> <p>22/JAC/09/1 – Action Closed.</p> <p>22/JAC/09/2 – Action Closed.</p> <p>22/JAC/10/1 – Action Closed.</p> <p>22/JAC/10/2 – Action carried over to the next meeting.</p> <p>22/JAC/11/3 – Action Closed.</p> <p>Action: 22/JAC/17/1 JS raised within the meeting that an action was within the previous meeting minutes however not documented as an action. It was agreed to move forward to the next meeting by all. The action was:</p> <p>IM JS advised she would like to see the triangulation of the demand assessment to provide assurance on the reliability of the forecasting.</p>	Chair
22/JAC/18	<p>Matters Arising</p> <p>There were no matters arising.</p>	Chair
22/JAC/19	<p>Declarations of Interest (verbal)</p> <p>One declaration of interest was noted.</p>	Chair
Part One – Not Restricted		
22/JAC/20	<p>EM presented the Risk Management Policy to all. The Risk Management Policy is for the Force and for the Office of the Police and Crime Commissioner (OPCC). It is subject to a two yearly review schedule. EM stated that he coordinated the review and that KB supported with the OPCC section.</p> <p>Action: 22/JAC/20/3 JS stated she would like information on how strategic direction directly impacts business change.</p> <p>IM JS raised a question about how risks go up and down and that this can run into operational issues. This needs to be spelt out on how risks can be escalated in the policy.</p> <p>Action: 22/JAC/20/2 JS raised that she believes that the policy required to document how risk is escalated and deescalated throughout the organisation.</p> <p>IM WB asked a question regarding risk appetite and target risk scoring and stated that it may be worthwhile bringing the date target risk score was assigned. This gives an idea as to when the risk was last reviewed and to not become complacent. EM confirmed that this</p>	EM

	<p>information is at the start of document but can be moved so that others who read the document understand.</p> <p>Action: 22/JAC/20/4 WB raised that he would advise the date to be added when the decision has been made surrounding the risk appetite.</p> <p>IM WB asked how will this be cascaded out to the Force, will there be training? PW stated it will come to Force Executive Board whereby all senior leaders attend and will allow them to understand and embed the policy. From Force Executive Board, we will then be able to roll training out. The Force Executive Board need to ensure the policy is deployed.</p> <p>IM JS stated that some other public sector organisations have highlighted risks where they have little control and highlight this in a different colour. JS stated that this could be something to consider.</p>	
22/JAC/21	<p>a) Strategic Risk Register of the Police and Crime Commissioner for Bedfordshire</p> <p>KB updated that the Office of the Police and Crime Commissioner review is still ongoing with the Interim Chief Executive.</p>	OPCC
22/JAC/22	<p>External Audit</p> <p>a) Audit Update - Progress</p> <p>PW updated that BDO sent their apologies and provided the update on their behalf. BDO are working through the plan to discuss timings. It is well known in the public sector that external audits are running late as well as in the private sector.</p>	BDO
22/JAC/23	<p>Internal Audit</p> <p>a) Internal Audit Progress Report</p> <p>RSM SG has provided the progress report and finalised two Bedfordshire Police only reports, two BCH Tri-Force reports and also finalised the firearms licensing report. RSM SG stated that she had to go to the Herts JAC first due to them being the Lead Force. SG will be bringing this to the next JAC meeting.</p> <p>SG has provided initial timings for the 2022-2023 plan, there have been some audit timing changes since previous JAC.</p> <p>Tri-Force audits discussed, and assurance required.</p> <p>b) Annual Report – RSM</p> <p>RSM SG presented the report to JAC.</p> <p>c) Progress on recommendations</p>	RSM

	Discussions held but no decisions made.	
22/JAC/24	<p>Force Overview</p> <p>DCC TR presented the Force Overview. In terms of performance, the overall headline is that crime is up, demand is up and there are 1000 more crimes reported compared to last year.</p> <p>TR stated that the Force Control Room is under a lot of pressure and there are higher levels of calls. There used to be 9000 calls and we have recently received 10,099 whilst being below establishment on staff numbers, with staff members continuously leaving and joining. When the Force Control Room gets faster, demand is on available units at any one time. Bedfordshire Police have more officers than ever before, but 28% of the workforce are students.</p>	DCC
22/JAC/25	<p>Recruitment and Retention Update</p> <p>PW reported that the only performance measure is to deliver the Police Officer uplift. However, the Home Office are making this slightly easier with a target headcount of 1446 officers to achieve uplift. The uplift team nationally reduced this to 1436. We are at about 1418 at the moment however will undoubtedly see a reduction between July – August as we do not have intakes during these months and will then see this pick up towards the end of year.</p>	CFO PW
Part Two – Restricted		
22/JAC/26	<p>HMICFRS Update</p> <p>DCC TR updated that Bedfordshire Police is the first Force to be rated outstanding in managing offenders in the most recent HMICFRS Inspection Report. When he last checked, Bedfordshire Police was the third best grouping of gradings of any Force assessed at present. Given the threat of the profile and budget, this is remarkable and a credit to our people.</p>	DCC TR
22/JAC/27	<p>Strategic Risk Register of Bedfordshire Police</p> <p>PW stated that the biggest risk has been covered which is for People.</p> <p>IM GR asked a question on SRR13 – training which is listed as a high risk but then goes down in future.</p>	CFO PW
22/JAC/28	<p>Culture Update</p> <p>TR presented slides and discussions were held.</p>	DCC/CFO PW
22/JAC/29	<p>AOB</p> <p>Discussion was held regarding the next JAC Development Day – date and topics requested. PW/KB to discuss a date and this will be held at the new custody suite.</p>	

	<p>Action: 22/JAC/29/8 All JAC members to contact KB with subjects they wish to be considered for the development day.</p> <p>Meeting dates</p> <ul style="list-style-type: none">• 23.09.2022 – 13:00 – 15:00hrs• 23.12.2022 – 13:00 – 15:00hrs	
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