

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

Minutes are restricted

Meeting of 26 June 2023

Held between 13:00 – 15:00

Minutes

Present:

Jagtar Singh – Chair (JS)	Chair, Independent Committee Member
Wayne Brads (IM WB)	Independent Committee Member
Judit Seymour (IM JSM)	Independent Committee Member
Laura Bell (IM LB)	Independent Committee Member
Gita Raja (IM GR)	Independent Committee Member
Phil Wells (CFO PW)	Chief Finance Officer – Bedfordshire Police
Mark Jones (RSM MJ)	RSM Internal Auditor
Shalini Gandhi (RSM SG)	RSM Internal Auditor
Rachel Brittain (BDO RB)	BDO External Auditor
Anna Villette (CEO AV)	Interim Chief Executive Officer - OPCC
Katie Beaumont (HGT KB)	Head of Governance and Transparency - OPCC
Samantha Denness (PAM SD)	Performance and Accountability Manager - OPCC
Anesu Banda (CO AM)	Compliance Officer – OPCC (Minute Taker)

Part One – Not Restricted		
22/JAC/30	<p>Introduction</p> <p>JS asked everyone to introduce themselves and informed all that the committee is independent and its sole role is audit and finance.</p> <p>PW clarified that the audit committee supports the Police and Crime Commissioner and Chief Constable and does not hold them to account.</p>	PCC/Members
22/JAC/31	<p>Apologies</p> <p>Dan Vajzovic (DCC DV)</p>	Chair

22/JAC/32	<p>Minutes of the meeting held on 23.03.2023</p> <p>Agreed.</p>	Chair
22/JAC/33	<p>Actions Log</p> <p>All actions were reviewed and update given.</p>	Chair
22/JAC/34	<p>Matters Arising</p> <p>There were no matters arising.</p>	Chair
22/JAC/35	<p>Declarations of Interest (verbal)</p> <p>All declaration of interests has been recorded.</p>	Chair
	<p>Statement of Accounts</p> <p>The accounts for the PCC and Chief Constable for 2022/23 have been sent to the committee.</p> <p>Discussions took place.</p>	PW
Part One – Not Restricted		
22/JAC/37	<p>External Audit</p> <p>a) Audit Update – Progress</p> <p>The auditor’s report is a summary of all BDO’s responsibilities for the year 2021 and includes a commentary on the arrangement to secure economy efficiency and effectiveness.</p> <p>The report covers three main criteria which are:</p> <ol style="list-style-type: none"> 1. Financial sustainability 2. Governance 3. Improving economy efficiency and effectiveness. <p>The report reflects the arrangements the committee has in place and different sources are utilised to draw conclusions.</p> <p>RB said BDO are happy the Committee have robust processes to secure economy, efficiency, and effectiveness. Three recommendations are included in the report that are not of major importance though will help to improve on existing arrangements.</p>	BDO
22/JAC/38	<p>Internal Audit</p> <p>a) Internal Audit Progress Report</p> <p>Section 2 of the report includes the progress against the internal audit plan. Since the previous Joint Audit Committee meeting, RSM</p>	RSM

	<p>have finalised 4 Bedfordshire only reports which are attrition, income in debtors, key financial controls for the OPCC and follow up, these are positive assurance reports.</p> <p>4 outstanding BCH audit reports. Since providing the current report RSM have finalised the PEQF, HR transactions report is in draft, governance audit is in quality review and IT audit is in the field work stage.</p> <p>Further information required for assurance, JSM asked for the current agreement in place to change to allow the BCH element to be updated at the committee. – PW said they will look into how this can be changed.</p> <p>b) RSM Annual Report</p> <p>The annual report shows 2 opinions, 1 for the PCC and 1 for the chief constable, these are both positive opinions, and these opinions are the same as the previous year.</p> <p>c) Progress on recommendations</p> <p>There are 5 outstanding management actions, one from attrition and one from the follow up audit. There are 3 where the date has not been reached therefore an update will be given at the next audit meeting.</p>	
	<p>PCC Annual Report</p> <p>The PCC presented the annual report to the police and crime panel on the 6 June 2023 and the panel made some recommendations and these should be incorporated into the report in a week's time, and this has been sent off to the graphic designer.</p> <p>This will be shared with the panel once the PCC has signed it off.</p>	
22/JAC/39	<p>Force Overview</p> <p>PW gave an overview on the performance.</p> <p>In terms of crime, we are currently 12th per 1000 population which is improving against our most similar forces (MSF).</p> <p>Force control room – the demand around 999 is increasing.</p> <p>There was a decline during COVID however the levels are now higher than pre COVID times.</p> <p>The latest update to android phone shows that there is no resistance to stopping 999 being called through pocket dials.</p>	CFO PW

	<p>People are also ringing regarding issues that are not related to police concerns.</p> <p>Some work has been done around 101 calls to redirect traffic e.g., road blockages and flooding and we are currently looking at technology that will divert callers to the right place.</p> <p>We are looking at a victim's portal that will allow people to look at their own information through the police service.</p>	
	Part Two – Restricted	
22/JAC/40	HMICFRS Update	CFO PW
22/JAC/41	Strategic Risk Register of the Police and Crime Commissioner for Bedfordshire	OPCC
22/JAC/42	Strategic Risk Register of Bedfordshire Police	CFO PW
22/JAC/43	<p>AOB</p> <p>AV informed the panel the SLT has been strengthened in the OPCC with part time capabilities, DO (Head of Corporate Communications) and KS (Head of Legal Services).</p> <p>The PCC has been selected by the Conservative party as their candidate should an election be called for Mid-Beds.</p> <p>AV wrote to partners to inform them about this change relating to the PCC's personal circumstances and informed the staff on the same night. It was confirmed that the PCC is not required to resign during an election campaign and continue to work in line with his statutory responsibilities and hold the Chief Constable to account.</p> <p>KB asked the panel if they would like the papers to be sent printed and via post or electronically moving forward?</p> <p>In response to KB's question the JAC confirmed that papers may be provided electronically going forward. (Action: KB)</p> <p>JS (Chair) said if it is in person can a physical copy be printed, and he will pick them up on the day.</p> <p>It was agreed a meeting will be organised between the JAC and the new audit partner following PW's meeting with the new audit partner.</p> <p>Next meeting:</p> <p>Sept 2023</p>	

